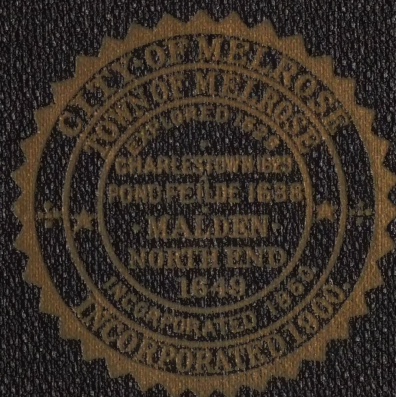


CITY OF MELROSE MASSACHUSETTS

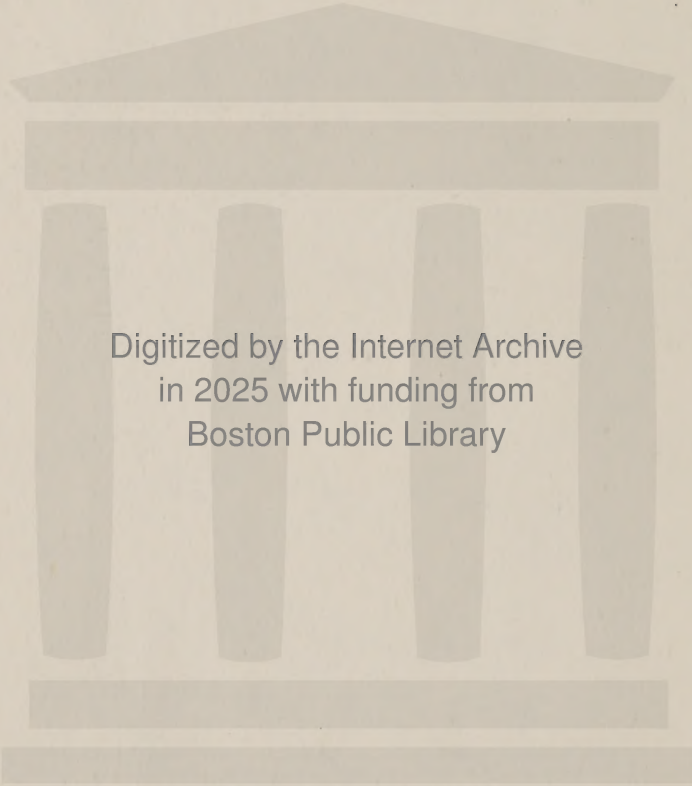
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1962



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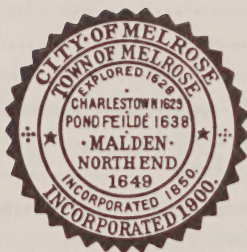
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CITY OF MELROSE

MASSACHUSETTS

Annual Reports

1962



PUBLISHED IN ACCORDANCE WITH ORDER
NO. 14273 OF THE BOARD OF ALDERMEN
UNDER THE DIRECTION OF THE
CITY CLERK AND THE SPECIAL
COMMITTEE ON EDITING
THE CITY REPORT

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GOVERNMENT OF THE CITY OF MELROSE

MAYOR

LAWRENCE W. LLOYD
169 Laurel Street

President of the Board of Aldermen

FRANCIS H. CARR, JR.
57 Maple Road

City Clerk

RAYMOND H. GREENLAW
5 Taylor Street

Aldermen-at-Large

Francis H. Carr, Jr., 57 Maple Road

Paul S. Vaitses, Jr., 97 Larchmont Road

Philip L. Wadland, 97 Whitman Avenue

Gardner B. Wardwell, 15 Chestnut Street

Ward Aldermen

1. Robert P. Russell, 783 Franklin Street
2. J. Henry Otis, 37 Lovell Road
3. Thomas F. Sullivan, 10 Martin Street
4. Arthur E. Flint, 64 Stratford Road
5. Richard H. McIntosh, 86 Derby Road
6. Robert E. Hayes, 53 East Foster Street
7. Ralph W. Rautenberg, 105 Whitman Avenue

**STANDING COMMITTEES
of the
BOARD OF ALDERMEN
1962**

Appropriations

Alderman Paul S. Vaitses, Jr., Chairman
Alderman Robert P. Russell, Vice Chairman
Alderman Robert E. Hayes, Vice Chairman
Aldermen Wardwell, McIntosh, Flint, Otis,
Wadland, Rautenberg and Sullivan

Finance

Alderman Gardner B. Wardwell, Chairman
Aldermen Hayes, Vaitses, Sullivan and Otis

Highways

Alderman J. Henry Otis, Chairman
Aldermen Vaitses, Wardwell, Hayes and Sullivan

Legal and Legislative

Alderman Thomas F. Sullivan, Chairman
Alderman Otis, Vaitses, Wardwell and Hayes

Education, Health and Public Welfare

Alderman Arthur E. Flint, Chairman
Alderman Russell, McIntosh, Wadland and
Rautenberg

Protection and License

Alderman Richard H. McIntosh, Chairman
Alderman Rautenberg, Wadland, Flint and
Russell

Public Service

Alderman Philip L. Wadland, Chairman
Aldermen McIntosh, Flint, Rautenberg and
Russell

Clerk of Committees

Robert S. Love

15 Sewall Woods Road

CITY OFFICERS AND OFFICE HOURS

Acting under the authority of Section one hundred and ten A of Chapter forty-one of the General Laws, inserted therein by Chapter two hundred and sixty-five of the Acts of nineteen hundred and forty-seven, the offices hereinafter named shall be open to the public for the transaction of business from 8 A.M. to 4:30 P.M. daily except Saturdays, Sundays, and legal holidays.

The offices of the city clerk, city collector, engineer and superintendent of public works, board of assessors, board of health, board of public welfare, city treasurer, city auditor, building commissioner and veterans' services.

Except during the months of July and August and on legal holidays, the aforesaid offices shall be open on the first and third Mondays of every month from 7 P.M. to 9 P.M. and on all other Monday evenings from 7 P.M. to 8 P.M. (Revised Ordinances, Chapter 2, Section 2-3.)

CITY OFFICERS BOARD OF APPEAL

W. Jarvis Lowe, Chairman	Holdover
Harry M. Brettell	Holdover
Melvin R. Jenney	Holdover
Frank E. Perham	Term expires 1966
E. Franklin Reed	Term expires 1964
Edwin H. King, Clerk	

ASSESSORS

Howard R. True, Chairman	Term expires 1963
Lewis C. Hennigar	Term expires 1964
Frank B. McLaughlin	Term expires 1965
Lawrence E. Lovejoy, Executive Secretary and Director of Assessments	

BUILDING DEPARTMENT Building Commissioner

Francis A. Zins

Plumbing and Gas Inspector
Everett G. Dow

CEMETERY COMMITTEE

Joseph Casey, Chairman
Arthur D. King A. Ernest Walters
Howard O. Milton, Superintendent

CITY AUDITOR

Arthur M. Goddard

CITY CLERK DEPARTMENT

City Clerk

Raymond H. Greenlaw

Assistant City Clerk

Paul J. Barter

CITY PHYSICIAN

Vacant

CITY SOLICITOR

Thomas J. McArdle

CITY TREASURER AND COLLECTOR

Stanley G. Bunker

CIVIL DEFENSE DEPARTMENT

Robert R. Wilson, Director

CONSTABLES

Robert A. Lloyd Robert T. Lloyd
Guy A. Storer

CONTRIBUTORY RETIREMENT BOARD

Arthur M. Goddard, Chairman	Statutory
Robert L. Hutchinson	Term expires 1964
Walter Jones	Term expires 1965

DOG OFFICER

Dr. I. Lawrence Halpert

ENGINEER AND SUPERINTENDENT OF PUBLIC WORKS

George R. Winters

FENCE VIEWERS

Clyde O. Bailey

Robert R. Wilson

FIRE DEPARTMENT

Chief

Sidney C. Field

Deputy Chief

Office Vacant

Fire Warden

Sidney C. Field

HEALTH DEPARTMENT

Board of Health

Dr. John G. Goulding, Chairman

Term expires 1963

Lawrence E. Simpson

Term expires 1964

Paul E. Troy

Term expires 1965

Helen F. Adams, Agent

Sanitary Inspector

John J. Devine

Schools Physicians

Dr. John S. Graf

Dr. Thomas M. Hearne

Dr. Richard H. Watson

INSPECTOR OF ANIMALS AND SLAUGHTERING

Cornelius Thibeault, D.V.S.

INSPECTOR OF WIRES

Stanley A. Riggs

MAYOR'S SECRETARY

Blanche E. Nickerson

TRUSTEES OF MEMORIAL BUILDING

Dr. Harold L. Margeson, Chairman

Term expires 1962

Joseph T. Cefalo

Term expires 1964

Clifford Somerville

Term expires 1963

Arvid F. Moberger

Term expires 1963

Errol H. Twitchell

Term expires 1964

Philip B. Harding, Secretary

PARK COMMISSION

Harold W. Poole, Chairman	Term expires 1965
John T. Brady	Holdover
John H. Kelly	Term expires 1963
Edgar A. Perry	Term expires 1967
Kenneth G. Swindell	Term expires 1964
Sidney C. Field, Jr., Superintendent	
Elburt P. Fletcher, Recreation Director	

PERSONNEL BOARD

Nicholas P. Flynn, Chairman	Term expires 1965
Alden M. Perkins, Clerk	Term expires 1965
Kenneth I. Faulkner	Term expires 1964
Irving Goldenfield	Term expires 1963
Paul A. Peters	Term expires 1963
E. Gertrude Gilbert, Secretary	

TRUSTEES OF PINE BANKS PARK

Parker Converse, President
Eaton H. Perkins, Vice-President
Charles F. Kezer, Secretary
Dana F. Batting, Treasurer
Allen Stevens
Walter J. Kelliher (Mayor of Malden)
Lawrence W. Lloyd (Mayor of Melrose)
George F. Cray, Superintendent

PLANNING BOARD

Claude L. Hanley, Chairman	Term expires 1966
Donald L. Conn, Vice-Chairman	Term expires 1966
Anna T. Wuest, Clerk	Term expires 1964
Robert S. Clark	Term expires 1964
Merion E. Hartzell	Term expires 1963
John H. Lane	Term expires 1965
Paul H. Messer	Term expires 1965
George W. Newhall	Term expires 1967
Robert A. Pustell	Term expires 1963
Lillian V. Macdonald, Executive Secretary	

POLICE DEPARTMENT

Chief

Robert T. Lloyd

PROPERTY VALUATION BOARD

Stanley G. Bunker, Chairman
Francis A. Zins, Clerk
Howard R. True

TRUSTEES OF PUBLIC LIBRARY

William L. Carney, Chairman	Term expires 1964
Elizabeth C. Hayes	Term expires 1965
Edwin W. Lundquist	Term expires 1965
Elisabeth M. Perkins	Term expires 1964
Ernest F. Perkins, Jr.	Term expires 1963
Howard B. Wilder	Term expires 1963
Helen Anderson, Librarian	

BOARD OF PUBLIC WELFARE

William J. Neely, Chairman	Term expires 1963
Woodbury L. Cogswell	Term expires 1965
Gertrude M. Curtin	Term expires 1964
Charles F. Kezer	Term expires 1964
Eileen B. Murphy	Term expires 1963
Mary J. Melville, Agent	

MELROSE REDEVELOPMENT AUTHORITY

Jay J. Martin, Jr., Chairman	Term expires 1963
Ray C. Young, Clerk	Term expires 1964
Herbert R. Corey	Term expires 1962
Christopher J. McCarthy	Term expires 1966
James E. Milano	Term expires 1965

REGISTRARS OF VOTERS BOARD MEMBERS

Paul H. Provandie, II, Chairman	Term expires 1963
John F. Flynn	Term expires 1964
John F. O'Neil	Term expires 1965
Raymond H. Greenlaw, Clerk	Ex-officio

ASSISTANT REGISTRARS OF VOTERS

Shirley E. Barter	George W. Jepson, Jr.
Vivian R. Denning	Ora E. Lovejoy
Helena E. Dolaher	Doris M. Macy
Mary E. Galvin	Mary A. McHatton
Margaret M. Garvey	Mary M. McSweeney
Shirley M. Gove	Grace F. Mitchell
Bertha Hanley	Frances M. O'Connell
Josephine T. Healey	Marjorie S. Washburn

SCHOOL DEPARTMENT

School Committee Members

Wilbur H. Burnham, Jr., Chairman	Term expires 1964
Randall E. Webber, Vice-Chairman	Term expires 1966
Ann D. Carter, Corr. Secretary	Term expires 1966
Don G. Allen	Term expires 1964
Joel M. Johnson	Term expires 1964
Carol F. Offenbach	Term expires 1966
Richard H. Pierce	Term expires 1966
Roger C. Pierce	Term expires 1964
Ronald H. Winde, Jr.	Term expires 1964

Superintendent of Schools

Harold T. Rand

SEALER OF WEIGHTS AND MEASURES

Ralph E. Laffoley

VETERANS' SERVICES

Veterans' Agent

Robert J. Mulrenan

Inspector of Veterans' Graves

Henry F. Weiler

Advisory Board for Veterans' Services

Frank C. Gardner	Richard H. McIntosh
Harold W. Poole	

WORKMEN'S COMPENSATION AGENT

Charles A. Woodman

REPORT OF BOARD OF APPEAL

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Mass.

Gentlemen:

The Board of Appeal submits, herewith, its annual report for the year 1962.

The Board held its annual organization meeting on January 10, 1962, at which time Mr. W. Jarvis Lowe was re-elected chairman for the ensuing year and Edwin H. King was re-elected secretary. Other members of the board are Mr. Melvin S. Jenney, attorney; Mr. Harry Brettell, builder; Mr. Frank Perham, architect; and Mr. E. Franklin Reed.

The primary problems before the Board have shifted from the one-family to two-family conversions to the more complex problem of apartments, both new and converted. The constant granting of variances by this board could and has, to a certain degree, brought about a rezoning in sections of the city. This is not the function of the Board of Appeal but that of the Planning Board and Board of Aldermen. The members of the Board of Appeal stand ready to help in bringing about a satisfactory solution to this situation.

The Board heard nineteen cases during 1962. Of this number fourteen were granted, falling into the following categories:

(a) Business variances	7
(b) Apartments	1
(c) Extension of non-conforming use	1
(d) Lot restriction variances	4
(e) Two family conversions	<u>1</u>

Total	<u>14</u>
-------	-----------

A summary of cases heard and decisions rendered follows:

Appeals granted	14
Appeals denied	4
Appeals withdrawn	<u>1</u>
Total	<u>19</u>

Respectfully submitted.

BOARD OF APPEAL

By Edwin H. King
Secretary

REPORT OF BOARD OF ASSESSORS

To His Honor, the Mayor and
The Honorable Board of Aldermen

Gentlemen:

The Board of Assessors respectfully submits the following report of the Assessing Department for the year ending December 31, 1962:

Taxable Valuation of the City:

Real Estate	\$ 50,680,600.00	
Personal Property	<u>3,868,600.00</u>	
Total		\$ <u>54,549,200.00</u>

Tax Rate \$ 75.80 per \$ 1,000.00

BUDGET

City Appropriations

To be included in the Tax Levy	\$ 5,239,752.38	
From Available Funds	<u>260,656.19</u>	
Total Appropriations		\$ 5,500,408.57

State Assessments - 1962 Estimates

Audit of Municipal Accounts	\$ 2,927.67	
Examination of Retirement System	847.34	
Air Pollution Control	800.91	
Metropolitan Parks	70,248.57	
Metropolitan Sewerage	175,979.52	
Metropolitan Water	<u>63,687.28</u>	
Total 1962 State Estimates		314,491.29

State Assessments - 1961 Underestimates

Metropolitan Parks	\$ 2,333.37	
Metropolitan Sewerage	<u>91,242.58</u>	
Total 1961 State Underestimates		93,575.95

County Assessments - 1962 Estimates

County Tax	\$ 188,372.17	
Tuberculosis Hospital	<u>44,031.14</u>	
Total 1962 County Assessments		232,403.31

Contributory Retirement 86,344.74

Overlay Deficit - 1959 186.60

Overlay Deficit - 1960 2,121.92

Overlay - 1962 95,119.23

TOTAL - ALL APPROPRIATIONS AND ASSESSMENTS \$ 6,324,651.61

REPORT OF BOARD OF ASSESSORS

RECAPITULATION OF 1962 TAX RATE

LESS DEDUCTIONS

Estimated Receipts - City - 1962	
Motor Vehicle & Trailer Excise	\$ 548,391.01
Licenses	7,696.75
Fines	1,365.56
Special Assessments	49,074.87
General Government	25,829.89
Protection of Persons & Property	3,800.45
Health & Sanitation	12,665.63
Highways	5,542.73
Charities	37,985.75
Old Age Assistance	142,639.07
Veterans' Services	25,612.14
Schools	35,708.41
Libraries	1.00
Recreation	3,701.05
Public Service Enterprises	231,385.43
Cemeteries	15,636.91
Interest on Taxes	16,491.62
Interest on Deposits	4,441.73
State Assistance for School Construction	32,532.49
Farm Animal Excise	11.43
TOTAL - 1962 ESTIMATED CITY RECEIPTS	\$ 1,200,513.92
Estimated State Receipts - 1962	
Income Tax	\$ 337,712.88
Corporation Tax	210,826.14
Old Age Meal Tax	14,500.36
TOTAL - 1962 ESTIMATED STATE RECEIPTS	563,039.38
Estimated State Receipts - 1961 Overestimate	
Air Pollution Control	910.07
Estimated County Receipts - 1961 Overestimate	
County Tax	11,784.69
Available Funds (Includes \$135,000.00 to reduce Rate)	
	<u>395,656.19</u>
TOTAL - ALL DEDUCTIONS	\$ <u>2,171,904.25</u>
AMOUNT TO BE RAISED BY TAXATION	\$ 4,152,747.36

HOW RAISED

Polls 8959 @ \$ 2.00	\$ 17,918.00
Personal Property \$ 3,868,600 @ 75.80 per M	293,239.88
Real Estate \$ 50,680,600 @ 75.80 per M	<u>3,841,589.48</u>
TOTAL RAISED	\$ <u>4,152,747.36</u>

REPORT OF BOARD OF ASSESSORS

Number of Persons, Partnerships and Corporations assessed	7,260
Number of Persons assessed for Poll Tax	8,959
Number of Motor Vehicle Excises levied	15,883
Number of Horses assessed upon	0
Number of Dwellings assessed upon	7,140

VALUATION OF EXEMPTED PROPERTY

	<u>PERSONAL</u>	<u>REAL ESTATE</u>
City Property Publicly Used	\$ 410,200.00	\$ 6,893,650.00
City Property Not So Used		63,475.00
Benevolent Institutions	265,000.00	1,203,500.00
Cemeteries	500.00	23,400.00
Charitable Institutions	5,500.00	69,900.00
Houses of Religious Worship	39,500.00	1,825,200.00
Literary Institutions	12,500.00	202,600.00
Organizations of War Veterans	3,000.00	62,100.00
Parsonages		104,600.00
Commonwealth of Massachusetts		234,400.00
	<u>\$ 736,200.00</u>	<u>\$ 10,687,825.00</u>

The following additional assessments were committed:

Motor Vehicle Excise (15,883)	\$	621,817.11
Farm Animal Excise (1)		14.88
Apportioned Sewer Assessments	\$	11,351.88
" Sidewalk "		2,307.88
" Street "		19,505.59
" Water "		191.69
" Water Liens		14,511.18
" Committed Interest		13,825.08
		<u>61,693.30</u>
Unapportioned Sewer Assessments	\$	13,060.78
" Sidewalk "		11,885.06
" Street "		37,050.19
" Water "		114.00
		<u>62,110.03</u>
Additional Polls (20)		56.00
Recovered from Estates of Deceased Persons (2)		<u>1,749.13</u>

During the year 33,361 Items were committed to the Collector.

Respectfully submitted:

Edward R. True
Frank C. M. Lacy
Louis C. Henniger

ADDENDUM

Year	Census	Dwellings	Polls	Value Buildings	Value Land	Total Val. Real Estate	Value Personal Estate	Total Valuation	Rate per \$1,000	City Appropriation	Sewerage Tax	Other State Levies	State Tax	County Tax	Overlay	Total Tax Levy	Year
1942	25,896	5,875	8,486	28,453,600	7,971,250	36,424,850	2,676,750	39,101,600	30.60	1,445,152.91 1104,482.00	30,823.77	71,335.63	91,350.00	48,063.67 17,498.85	27,207.70 580.71	1,836,495.24 *623,014.28	1942
1943	26,649	5,887	8,838	28,698,600	7,931,900	36,630,500	2,729,200	39,359,700	28.40	1,385,174.55 179,284.55	31,938.34	64,856.13	10,450.00	43,324.31 10,571.89	17,553.72	1,663,153.49 *527,662.01	1943
1944	27,412	5,885	9,195	28,624,500	8,035,950	36,660,450	2,715,900	39,376,350	29.60	1,402,782.15 1199,898.08	29,159.69	80,378.72	76,351.00	51,223.86 12,302.59	18,051.80	1,870,147.89 *686,339.93	1944
1945	27,971	5,881	9,329	28,671,500	7,909,800	36,581,300	2,806,050	39,387,350	29.60	1,499,942.80 1191,089.38	29,762.25	71,522.56	42,908.00	53,313.34 12,375.71	16,286.28 250.00	1,867,450.25 *682,926.69	1945
1946	27,938	5,880	9,324	28,702,200	7,908,350	36,610,550	2,913,000	39,423,550	31.60	1,560,615.98 1182,790.95	34,052.28	39,113.24	31,600.00	62,376.97 10,001.77	17,480.45 312.40	1,938,344.04 *673,981.86	1946
1947	27,761	5,901	9,089	28,973,700	7,916,800	36,890,500	3,093,950	39,984,450	36.00	1,863,980.44 1257,748.14	43,122.85	43,305.96	31,600.00	76,511.38 14,344.76	15,772.18 94.00	2,346,479.71 *888,909.51	1947
1948	27,754	5,977	9,015	29,736,800	7,961,800	37,698,600	3,365,750	41,064,350	42.00	2,336,368.14 1553,127.10	47,646.33	42,435.28	0.00	68,879.51 14,344.76	18,248.39 1,153.11	2,982,202.62 *1,239,469.92	1948
1949	27,928	6,076	9,015	30,599,200	8,041,750	38,640,950	3,630,800	42,271,750	42.00	2,275,091.66 1505,779.95	50,536.79	53,625.77	0.00	86,952.17 19,326.54	25,008.40 625.80	3,016,947.08 *1,223,503.58	1949
1950	27,973	6,156	8,981	31,168,500	8,079,400	39,247,900	3,360,600	42,608,500	42.00	2,453,410.37 1425,385.17	61,381.35	65,614.32	0.00	114,034.08 21,887.19	25,000.00 529.67	3,167,245.15 *1,359,726.15	1950
1951	28,226	6,279	9,019	31,996,700	8,149,350	40,146,050	3,554,250	43,700,300	46.00	2,796,487.39 1200,763.66	60,072.82	54,809.62	0.00	98,478.29 28,422.61	27,000.00 8.40	3,266,122.79 *1,237,870.99	1951
1952	28,313	6,409	9,021	33,242,450	8,234,300	41,476,500	3,219,150	44,695,900	53.80	3,079,186.82 1277,726.82	54,215.99	80,488.60	0.00	123,755.80 33,788.56	35,450.43 2,061.83	3,686,674.40 *1,263,992.98	1952
1953	28,335	6,506	8,981	34,482,100	8,335,050	42,817,150	3,243,400	46,050,550	52.80	3,128,765.89 1462,019.15	59,101.92	67,226.70	0.00	108,738.00 39,235.21	42,223.07 4,559.03	3,911,868.97 *1,461,909.93	1953
1954	28,538	6,556	8,942	35,242,950	8,345,150	43,588,100	3,342,400	46,920,500	54.40	3,384,078.17 1228,380.89	51,220.61	98,098.80	0.00	109,487.12 34,882.71	41,385.08 523.38	3,948,036.76 *1,377,677.56	1954
1955	29,239	6,720	9,031	36,344,450	8,398,200	44,742,650	3,358,200	48,100,850	55.40	3,489,274.98 1280,787.04 85,661.95	55,468.84	94,415.14	0.00	108,479.00 32,504.32	52,012.81 5,432.79	4,204,036.87 *1,521,187.78	1955
1956	29,304	6,830	8,970	37,211,050	8,431,750	45,642,800	3,392,650	49,035,450	58.00	3,702,814.17 1109,855.28 10,726.90	65,638.60	106,843.07	0.00	132,666.91 30,757.95	56,604.91 1,327.16	5,213,243.95 *2,351,247.85	1956
1957	29,713	6,910	9,005	38,144,600	8,163,200	46,757,800	3,584,400	50,342,200	59.80	3,933,387.92 1474,735.70	75,344.24	108,453.50	0.00	137,917.14 32,206.14	64,641.21 145.80	4,826,831.65 *1,798,356.09	1957
1958	29,933	6,973	8,976	38,825,900	8,659,700	47,485,600	3,608,700	51,094,300	63.60	4,593,888.95 105,919.85	105,919.85	105,753.93	0.00	166,073.93 28,849.77	71,190.17 1,467.23	5,073,143.83 *1,805,594.35	1958
1959	30,238	6,990	8,925	39,332,800	8,702,600	48,035,400	3,675,750	51,711,150	66.30	4,518,908.36 1434,424.92	118,269.79	104,559.08	0.00	160,225.49 38,962.00	78,089.90 262.00	5,453,701.54 *2,007,402.29	1959
1960	30,570	7,050	8,944	40,020,000	8,741,600	48,761,600	3,719,900	52,481,500	69.80	4,765,217.70 1343,080.13	62,853.60	109,161.26	0.00	170,918.33 35,850.85	87,871.47 2,787.10	5,577,740.44 *1,896,643.74	1960
1961	30,695	7,095	8,914	40,781,600	8,756,300	49,537,900	3,791,900	53,329,800	71.40	5,028,175.41 1296,372.68	71,492.06	128,686.39	0.00	206,036.44 41,685.23	98,556.38 4,486.37	5,875,490.96 *2,049,915.24	1961
1962	31,129	7,140	8,959	41,836,500	8,844,100	50,680,600	3,868,600	54,549,200	75.80	5,326,097.12 1260,656.19	267,222.10	140,845.14	0.00	188,372.17 44,031.14	95,119.23 2,308.52	6,324,651.61 *2,171,904.25	1962

† from Available Funds

* Receipts

REPORT OF BOARD OF HEALTH

ANNUAL REPORT OF THE BOARD OF HEALTH

of the

CITY OF MELROSE

for the

Year Ending December 31st.
1962

Organization of Board

Dr. John G. Goulding, Chairman
Paul E. Troy, Atty., Lawrence E. Simpson, Members
Helen F. Adams, Agent

School Physicians

Thomas M. Hearne, M.D.
John S. Graf, M.D. Richard H. Watson, M.D.

Public Health Nurses

Mary R. Petkauskos, P.H.N. Supervisor
Jane H. Lord, P.H.N., Katherine Hatheway, P.H.N.
Marjorie L. Martell, P.H.N.

Dentist

Ezra J. Kennison, D.M.D.

Dental Hygienist

Mabel D. Burbine

Inspectors

Sanitary
Animals

John J. Devine
Cornelius Thibeault, D.V.S.

REPORT OF BOARD OF HEALTH

To the Honorable Mayor and Board of Aldermen,
City of Melrose 76, Massachusetts.

Gentlemen:

We submit herewith a review of the health conditions of the city and a statement of the acts of the Board of Health for the year ending December 31, 1962:

GENERAL HEALTH -

Health conditions in Melrose continued to be good as reflected in the generally excellent health of its citizens. No disease epidemics occurred. There were 344 deaths of Melrose residents. Of these, 213 were persons over 70 years of age. 480 babies were born to Melrose parents. 32 were born prematurely and this group accounted for 2 of the 14 deaths in infants under one year of age during the past year.

SCHOOL HEALTH -

The school health program provides:

1. Periodic physical examinations of all school children.
2. Health education to pupils.
3. First Aid services.
4. Screening of students for health defects.
5. Examination of school environment for possible unhealthful conditions.
6. A dental clinic for those unable to obtain such services elsewhere.

COMMUNICABLE DISEASES -

As part of its disease prevention program this department administered the newly developed Sabin oral poliomyelitis vaccine to 95 percent of the Melrose children under 7 years of age. This program will continue for the older age groups in 1963.

Tuberculosis - 5 new cases were reported. There were no deaths from tubercular infection.

Measles - There were 167 cases of measles reported in 1962 as compared to 509 cases in 1961.

Rabies Control - 358 dogs were inoculated against rabies this year. There were no cases of rabies in the city.

Scarlet Fever - We had 19 cases of scarlet fever reported this year as compared to 28 cases in 1961.

REPORT OF BOARD OF HEALTH

Mumps - There was a high incidence of this disease with a total of 523 cases reported in 1962 as compared to 235 in 1961.

Whooping Cough - There were 16 cases of whooping cough reported in 1962 as compared to one case in 1961.

SANITATION -

An essential part of public health service is the insurance of sanitary conditions in our environment, our food products and their distribution and our waste disposal. In this we feel we have performed our duties with vigor and impartiality to protect our citizenry. We continued the program of spraying for mosquitoes.

A detailed account of the work performed by this department is presented in the report of the Sanitary Inspector.

PERSONNEL -

There were no changes in the membership of the Board of Health during the year.

Mr. Paul E. Troy was reappointed for another three year term.

Mrs. Marjorie Martell, a member of our nursing staff on a part-time basis became a full time member in October 1962.

RECOMMENDATIONS -

The Board of Health would earnestly request that our governing body seriously consider the addition of fluoride to our water supply. Based on the experience of many other cities, we believe this would greatly reduce the incidence of tooth decay.

The Board of Health enjoys this opportunity to express its appreciation first to the members of this department for their diligent, loyal efforts of high calibre and second to all other branches of this city's government for their valued counsel, assistance and cooperation without which this Board would be unable to effectively perform its duties.

Respectfully submitted,

Paul E. Troy
..... Board of

Lawrence E. Simpson..Health of

John G. Goulding..Melrose

REPORT OF BOARD OF HEALTH

TABLE I
FINANCIAL STATEMENT

	Totals 1962	Totals 1961
Total Appropriation.....	\$57,570.08	\$48,232.64
<u>EXPENDITURES</u>		
Salaries and Wages.....	\$37,219.00	\$31,836.84
Other Expenses.....	\$ 2,684.08	\$ 2,895.09
Telephone.....	\$ 276.22	\$ 313.44
Car Allowance-Public Health Work.....	1,697.00	1,422.00
Printing.....	278.62	210.55
Postage and Express.....	27.52	43.67
Office Supplies.....	139.08	125.43
Sundries.....	63.14	210.00
New Furniture.....	202.50	570.00
Tuberculosis.....	\$ 1,540.50	\$ 1,047.00
Quarantine & Contagious Disease.....	\$ 405.65	\$ 163.42
Immunization of Dogs.....	\$ 346.00	\$ 320.88
Transportation-Forsyth Dental Clinic.....	\$ 634.50	\$ 728.50
Dental Clinic.....	\$ 7,656.71	\$ 7,258.42
Salaries and Wages.....	\$6,678.00	\$6,300.00
Administrative Expense.....	978.71	958.42
Care of Premature Infants.....	\$ 0.00	\$ 0.00
Out of State Travel.....	\$ 38.14	\$ 100.00
Mosquito Suppression.....	\$ 2,055.92	\$ 2,054.65
Polio Clinic.....	\$ 130.00	\$ 120.00
Control & Extermination of Rats.....	\$ 425.00	\$ 0.00
Childrens Mental Health Center.....	\$ 1,272.44	\$ 0.00
Total Expenditures.....	\$54,407.94	\$46,524.80
Revenues of Board of Health*.....	\$ 1,261.66	\$ 1,187.93
Licenses.....	\$ 179.00	\$ 289.90
Reimbursements.....	814.16	740.03
Dog Clinic.....	268.50	158.00

*Not available for use

REPORT OF BOARD OF HEALTH

TABLE II

DEATHS IN MELROSE, CLASSIFIED AS TO CAUSE
(INCLUDING MELROSE-WAKEFIELD HOSPITAL)

	MALES	FEMALES
I Infectious and Parasitic Diseases.....	0	0
II Cancer & Other Tumors.....	32	42
III Diseases of Nutrition, Rheumatism, etc.....	0	0
IV Diseases of the Blood & Blood Forming Organs.....	0	0
V Chronic Poisoning & Intoxication.....	0	0
VI Diseases of the Nervous System and Sense Organs.....	20	36
VII Diseases of the Circulatory System.....	86	84
VIII Diseases of the Respiratory System.....	16	10
IX Diseases of the Digestive System.....	8	5
X Diseases of the Genito-urinary System.....	6	2
XI Diseases of Pregnancy, Childbirth and the Puerperium.....	0	0
XIII Diseases of the Bones and Organs of Movement.....	0	0
XIV Congenital Malformations.....	0	1
XV Diseases Peculiar to the First Year of Life.....	10	4
XVII Violent or Accidental Deaths.....	4	5
XVIII Ill-defined & Unknown Causes.....	0	0
Total.....	182	189

There were 20 stillbirths in 1962 in Melrose

Deaths of all persons in Melrose..... Males 182
(exclusive of 20 stillbirths)..... Females 189
Total. 371

There were 5 stillbirths to Melrose residents in 1962

Deaths of all Melrose residents..... Males 179
Females 165
Total. 344

Of these deaths, children under one year..... 14
Persons over 70 years of age..... 213

TABLE III

INFANT MORTALITY TO ALL MELROSE PARENTS

	Live	Deaths of	Infant mortality per 1000
Year	Births	Infants under one year	Live Births
1962	480*	14	29.1
Children born in Melrose to Melrose parents.....255			
Children born elsewhere to Melrose parents.....225			
Children born in Melrose to non-residents..... 769			
Total..... 1249			

POPULATION JANUARY 1, 1962 - 31,129

*Provisional figure

REPORT OF BOARD OF HEALTH

TABLE IV
CASES & DEATHS OF CERTAIN DISEASES FOR TEN YEARS

Year	Polio- mye- litis		Diph- theria		Scarlet Fever		Typhoid Fever		Measles		Whooping Cough		Tuberculosis Pul. & Miliary		Meningeal		Other Forms	
	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths
1953	6	0	0	0	11	0	0	0	8	0	7	0	4	4	0	0	1	0
1954	4	0	2	0	17	0	0	0	177	0	33	0	3	2	0	0	0	1
1955	23	1	0	0	21	0	0	0	983	0	8	0	10	2	0	0	0	1
1956	1	0	0	0	26	0	0	0	10	0	10	0	5	1	0	0	1	0
1957	0	0	0	0	26	0	0	0	16	0	10	0	6	0	0	0	0	0
1958	0	0	0	0	13	0	0	0	875	0	14	0	8	0	0	0	0	0
1959	1	0	0	0	62	0	0	0	16	0	6	0	4	2	0	0	0	0
1960	0	0	0	0	31	0	0	0	101	0	3	0	4	0	0	0	1	0
1961	0	0	0	0	28	0	0	0	509	0	1	0	2	0	0	0	0	0
1962	0	0	0	0	19	0	0	0	167	0	16	0	5	0	0	0	0	0

REPORT OF BOARD OF HEALTH

REPORT OF THE SUPERVISOR OF NURSING

Board of Health,
Melrose 76, Mass.

Gentlemen:

As Supervisor of Public Health Nursing, I herewith submit the following report for the year 1962:

SCHOOL HEALTH PROGRAM - (September 1961-June 1962)

Visits to Schools.....	1,721
Health Inspections-Individual and Group.....	10,204
Physical Examinations by Private Physicians....	813
Physical Examinations by School Physicians....	1,175
Home Visits to and re: School Children:	
Visual Defects.....	26
Auditory Defects.....	34
Health Problems.....	104
Total Home Visits.....	164
Polio Immunizations-Sabin Vaccine.....	1,268
Vision Tests (St.Mary's Parochial).....	864
Vision Re-tests " "	106
Number of Vision Failures.....	88
Hearing Tests (St.Mary's Parochial).....	862
Hearing Re-tests " "	51
Number of Hearing Failures.....	24
Nurse Participation in School Health Education Program.....	6 Hours
Nurse Participation in Guidance Program.....	12 "
Emergency Care in Schools.....	343
Handicapped Children in School followed by our Public Health Nurses.....	82
Handicapped Children not in School followed by our Public Health Nurses.....	6
Mentally Handicapped Children followed by our Public Health Nurses.....	40
Handicaps included were: congenital defects, epilepsy, mental retardation, emotionally disturbed, asthma, cardiac, etc.	

IMMUNIZATION CLINICS -

12 monthly clinics were held for infants and pre-school children:

88 received the triple antigen against diphtheria, whooping cough and tetanus
17 received booster doses
84 received 3 doses of Salk poliomyelitis vaccine
38 received booster doses
1,668 received two drinks of Sabin vaccine in various clinics throughout the City.

REPORT OF BOARD OF HEALTH

TUBERCULOSIS PROGRAM -

A total of 72 tuberculosis cases were on our register in 1962 to whom 110 visits were made by the nurses. 58 visits were made to contacts and suspects. 136 visits were made to give streptomycin injections to inactive tuberculosis patients at home.

A community chest X-ray survey sponsored by the Middlesex Tuberculosis and Health Association and the Melrose Board of Health held on April 16 through April 20 and again on May 24, 1962 resulted as follows:

Number of persons X-rayed.....	1,302
Number of persons Re-xrayed.....	55
Special Findings as a result of X-ray:	
Pulmonary Tuberculosis-Active....	1
Pulmonary Tuberculosis-Inactive..	15
Pulmonary Tuberculosis-Suspects..	15
Tumor Suspects.....	5
Cardiovascular conditions.....	9
Other Chest conditions.....	9

PREMATURE PROGRAM -

Number of Prematures reported.....	32
Number of Prematures visited.....	28
Number of Prematures re-visited.....	4
Number of Prematures referred to Physician...	3
Number of Prematures referred to Clinic.....	3

INSPECTIONS FOR RENEWAL OF LICENSES -

Convalescent, Nursing Homes, Boarding Homes for the Aged and Lodging Houses.....	7
Kindergartens or Play Schools.....	3

MISCELLANEOUS -

Two graduate students were assigned by Boston College for field experience for 4 months in the Board of Health under the supervision of the Nursing Supervisor. This program is a new program inaugurated by the College and only selected agencies were asked to participate. It is hoped that the experience gained by the students and the agency through mutual exchange of information will be rewarding for both and pave the way for future programs and the many tangible benefits that result from such programs.

MENTAL HEALTH PROGRAM -

Participation in local mental health association activities has helped in better understanding of the problems in the community relating to mental health that need specific planning and programming in order to help in their solution in the near future, (among these are alcoholism, problems of parents with mentally handicapped children, juvenile delinquency and many others).

REPORT OF BOARD OF HEALTH

At this time I wish to thank the staff of the Board of Health, School Department and other Community Agencies for their interest and support during the past year in carrying out the Public Health Nursing services in the community.

Respectfully submitted,

Mary R. Petkauskos

Mary R. Petkauskos, R.N., B.S., M.A.
Supervising Public Health Nurse.

REPORT OF BOARD OF HEALTH

REPORT OF SCHOOL DENTIST

Board of Health,
Melrose 76, Massachusetts.

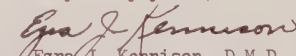
Gentlemen:

I hereby respectfully submit to the Members of the Board of Health my Annual Report for the year 1962:

Working Days.....	177
Pupils treated.....	758
Pupils examined.....	276
Pupils re-examined.....	4
Number of fillings.....	1,804
Number of plastic fillings....	31
Number of extractions.....	176
Number of completed cases.....	193
Number of oral prophylaxis....	244
Number of sodium fluoride treatments.....	244
Work done in my private office:	
Number of X-rays.....	76
Post Operative Treatments....	7
Root Canal Treatments.....	22
Steel Crown removed.....	1
Root Canal Fillings.....	2

I should like to sincerely thank those members of the School Department who helped to facilitate the work of the Dental Clinic. I particularly want to express appreciation to Mrs. Mabel D. Burbine, dental hygienist, for the cooperation and assistance rendered to me throughout the year.

Very truly yours,


Ezra J. Kennison, D.M.D.
Dentist.

REPORT OF BOARD OF HEALTH

REPORT OF THE SANITARY INSPECTOR

To the Board of Health,
Melrose 76, Massachusetts.

Gentlemen:

The Sanitary Inspector herewith submits his annual report
from January 1, 1962 to December 31, 1962:

INSPECTION OF MILK

INSPECTION:

Pasteurization Plants.....	42
Ice Cream Plants.....	9

SAMPLES COLLECTED:

Market Milk.....	104
Grade "A" Milk.....	25
Homogenized Milk.....	142
Special Milk.....	13
Cream.....	77
Ice Cream.....	17

LABORATORY REPORT:

Chemical analysis of milk and cream.....	351
(found below standard, 6)	
Bacteriological examination of milk and cream.....	744
(found below standard, 68)	
Coliform count, milk and ice cream.....	351
(found below standard, 33)	
Chemical analysis of ice cream.....	17
Bacteriological examination of mix and ice cream.....	36
(found below standard, 2)	
Phosphatase test.....	365
(positive test, 4)	
Total solids.....	172
(found below standard, 3)	
Water samples.....	8

DAILY RETAIL SALES MILK REPORT (Dealers' Declaration)

Pasteurized Milk.....	15,420 qts.
Certified Milk.....	16 qts.
Cream.....	1,442 qts.

LICENSES AND PERMITS

Milk & Oleomargarine, stores and dealers.....	126
Ice Cream Manufacturing Permits.....	2
Ice Cream Sales Permits.....	85

REPORT OF BOARD OF HEALTH

GEOMETRICAL AVERAGE FOR THE YEAR 1962

MARKET AND HOMOGENIZED MILK

<u>Dealer</u>	<u>Milk Fat</u>	<u>Plate Count</u>
State Standard.....	3.35	10,000
Market:		
Bedford Farms.....	3.87	3,200
Brookside (First National Stores).....	3.95	1,100
Buttrick, David.....	4.22	950
Cummings, B.L. & Son.....	4.31	9,200
Hoods, H.P. & Son.....	3.81	900
Happy Valley Dairy.....	4.11	7,000
Hanley & Son.....	4.01	1,000
Musgrave Farms.....	3.92	2,200
Quinn Farm Dairy.....	3.89	1,100
Spear, Clinton W.....	3.89	2,500
Sunnyhurst Dairy, Inc.....	3.92	1,000
United Farmers of New England.....	3.91	1,300
Weiss Farm.....	3.68	2,000
Whiting Milk Company.....	3.78	900
Ware Dairy.....	3.80	1,100
West Lynn Creamery.....	3.74	1,000
Homogenized Milk:		
Bedford Farms.....	3.72	2,200
Brookside (First National Stores).....	3.92	950
Buttrick, David.....	4.28	750
Cummings, B.L., Inc.....	4.05	3,500
Hanley & Son.....	4.05	800
Happy Valley Dairy.....	3.81	8,300
Hoods, H.P. & Son.....	3.80	1,100
Musgrave Farms.....	3.76	2,700
Quinn Farm Dairy.....	3.80	2,400
Spear, Clinton W.....	3.72	2,700
Sunnyhurst Dairy, Inc.....	3.82	1,250
Ware Dairy.....	3.70	1,100
Weiss Farm.....	3.65	1,600
Whiting Milk Company.....	3.72	1,600
West Lynn Creamery.....	3.81	2,200
United Farmers of New England.....	3.88	1,800

INSPECTION OF FOOD

INSPECTIONS:	
Common Victuallers.....	175
Stores-Lord's Day and Food.....	191
Stores-Drug.....	58
Bakeries.....	46
Nuisance Complaints.....	83
Number of investigations made concerning complaints.....	157
Animal Permits granted.....	8
Private Sewerage System Inspections.....	18
Septic Tank Permits granted.....	2
Methyl and Wood Alcohol Licenses issued.....	21
Bacteriological examinations of eating utensils.....	334
Common Victuallers and Soda Fountains found above standard plate count of 100.....	58
Motel Inspections.....	9

Foods Condemned as Unfit for Human Consumption:

- 12# Boxes of chocolates
- 27# Assorted Meats
- 11# Assorted Cereals
- 13# Cookies
- 2 Cases Baby Foods

REPORT OF BOARD OF HEALTH

INSPECTION OF FOOD

AVERAGES FOR THE YEAR 1962

	<u>Bacterial Count</u>			<u>Scoring</u> <u>Grade %</u>
	<u>Dishes</u>	<u>Glasses</u>	<u>Silverware</u>	
Federal Standard (not over)	100	100	100	
COMMON VICTUALLERS' LICENSES:				
Bellevue Golf Club.....	48	35	25	88
Brighams Inc.....	28	15	50	90
Franklin Square Restaurant.....	180	240	75	76
Fitch's Donut Shop.....	P.S.	P.S.	P.S.	90
Garvey, Inc.....	80	P.S.	49	82
George's Submarine Shop.....	P.S.	P.S.	P.S.	92
Golden Gate Restaurant.....	30	10	70	87
Greggs Ice Cream Parlor.....	30	15	35	88
Jerry's Lunch.....	30	68	28	90
The Lobster Shop.....	58	60	50	89
Lou's Lunch.....	52	82	97	87
Melrose Donut Shop.....	90	40	75	92
Melrose-Wakefield Hospital Auxiliary.	20	50	82	90
Mt. Hood Golf Club.....	110	115	38	85
Perrillo's Submarine Sandwich Shop...	P.S.	P.S.	P.S.	86
Regent Delicatessen.....	50	17	31	91
Melrose Cafeteria.....	180	400	75	74
Stearns & Hill.....	15	61	78	88
Transitron Inc.....	60	P.S.	21	78
Commercial Filters.....	95	140	120	82
Pondview Restaurant.....	10	33	31	90
FOUNTAIN SERVICE STORES:				
Austin Pharmacy.....		81	28	
LeBlanc Pharmacy-Grove Street.....		81	78	
Emerson Pharmacy.....		25	62	
Haslam Drug.....		3	8	
Rogers Pharmacy.....		95	81	
York Pharmacy.....		15	11	
LeBlanc Pharmacy-West Wyoming Avenue.		75	81	

P.S. = Paper Service

Respectfully submitted,

John J. Devine

John J. Devine
Sanitary Inspector.

REPORT OF BOARD OF HEALTH

REPORT OF THE INSPECTOR OF ANIMALS

The Board of Health,
City of Melrose 76,
Massachusetts.

Gentlemen:

As Inspector of Animals for the City of Melrose, I herewith submit the following report for the year ending December 31, 1962.

One Hundred Forty Nine (149) dogs were examined and quarantined for rabies observation as having inflicted injury by biting or scratching persons. There were no cases of rabies in the City this year.

There are no cattle within the City.

Respectfully submitted,

Cornelius Thibeault

Cornelius Thibeault, D.V.S.
Inspector of Animals.

REPORT OF BUILDING DEPARTMENT

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Building Department respectfully submits, herewith, its annual report for the year 1962.

The building, plumbing, and gas permits issued during the year are classified below:

<u>No.</u>	<u>Classification</u>	<u>Estimated cost</u>
39	Single dwellings	\$ 387,700.00
1	Duplex dwelling	9,000.00
5	Apartment buildings	291,200.00
9	Garages	26,200.00
103	Reshingles	40,294.00
77	Alterations (Dwelling)	86,010.00
19	Alterations (Other)	78,250.00
7	Restore fire damage	21,500.00
1	Tool house	200.00
1	Addition - Library	300,000.00
1	Parish house	58,000.00
1	Sub-station	4,700.00
1	Foundation	1,500.00
1	Carport	350.00
1	Elevator	14,000.00
1	Elevator alteration	4,966.00
25	Demolitions	---
Conversions:		
3	Singles to 2-family dwellings	2,875.00
1	Six to 12-family apartment	24,500.00
<u>302</u>	<u>Building permits</u>	<u>\$1,351,245.00</u>

PLUMBING AND GAS DIVISION:

41	Permits to do plumbing in new buildings	\$ 88,297.00
356	Permits to replace plumbing in old buildings	92,909.00
107	Permits for the addition of plumbing in old buildings	52,032.00
3	Permits for new sewer connections in old buildings that require plumbing	410.00
<u>507</u>	<u>Plumbing permits</u>	<u>\$ 233,648.00</u>
<u>399</u>	<u>Gas permits</u>	<u>\$ 22,637.00</u>

REPORT OF BUILDING DEPARTMENT

Number of plumbing fixtures installed	1,674
Number of visits of inspection for plumbing	1,085
Number of water tests for plumbing	32
Number of gas fits installed	24
Number of gas appliances installed	440
Number of repairs or additions to gas piping	7
Number of visits and tests on gas work	507

A total sum of \$3,729.75 was received by the Building Department from January 1 to December 31, 1962 for building, plumbing, and gas permit fees, code books, zoning maps, and Board of Appeal applications.

302 Building permits	\$ 1,665.00
508 Plumbing permits	1,598.00
399 Gas permits	246.50
72 Zoning maps	18.00
9 Code books	2.25
20 Board of Appeal applications	200.00
Total fees	<u>\$ 3,729.75</u>

Respectfully submitted,

Francis A. Zins
 Building Commissioner

REPORT OF CEMETERY COMMITTEE

To the Honorable Mayor
and Board of Aldermen
Melrose, Massachusetts

Gentlemen:

The Cemetery Committee hereby submits its report of the
Cemetery Department for the year ending December 31, 1962.

Our regular work of services and Maintenance has been carried
on as usual.

We have sold our two grave Lots in Section 5, and started on
Section six, which is now half taken.

In the north half of Section 5 we have four grave and three
grave Lots still for sale.

We are still losing our Elm Trees and several have been
removed this year on account of the Elm Beetle disease.

In the South East Section of the Cemetery we have built a new
road which is now completed with black top. This adds a great deal
to the looks of the Cemetery.

We wish to extend our thanks for the hearty co-operation of
the departments who have aided us, and especially to the Public
Works Departments for their help.

Respectfully submitted

The Cemetery Committee

December 31, 1962

By

Joseph Casey
P. Ernest Walters

REPORT OF CEMETERY COMMITTEE

To the Cemetery Committee
Melrose,
Massachusetts

Gentlemen:

The following is the report of the Superintendent of the Wyoming Cemetery for the year ending December 31, 1962.

Interments:

Adults	248
Children, 12 years or under	22
Cremated remains	<u>16</u>
Totals.....	286

Sale of Lots:

Sold during the year	19
Number sold to January 1962	<u>2,808</u>
Totals.....	2,827

Sale of Graves:

Sold during the year.....	71
Total number sold to January 1963	<u>5,341</u>
Totals	5,412

Number of Lots under Perpetual Care	2,124
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Number of Graves under Perpetual Care	3,758
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Number of Lots available

Regular, Section D, H, 2	15
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Number of Lots available

Regular, Section, 4, 5, 6.	280
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Old Lots in Perpetual Care	2
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Respectfully submitted,

Harold O. Melton
Superintendent.

REPORT OF CEMETERY COMMITTEE

DETAILS OF APPROPRIATIONS, TRANSFERS AND EXPENDITURES

CEMETERY DEPARTMENT

	Year ending December 31, 1962		
	Appropriations and Transfers	Expenditures	To Revenue 1963
Maintenance: Salaries & Wages.....	47,256.80	44,851.70	To Revenue 1962
Maintenance: Other Expenses	6,600.00	6,600.00	2,405.10
Grave Liners:.....	3,000.00	2,997.20	2.80
Out of State Travel:	150.00	73.54	76.46
New Equipment:	7,300.00	7,060.91	239.09
Road Construction:	5,495.44	1,348.41	
Pond Filling and Draining:	548.80		
Trees and Landscaping:	257.00		.20
Purchase of Loam and Fills:	723.85	256.80	
Markers:	309.00	467.85	
		309.08	
	<u>71,640.97</u>	<u>63,965.49</u>	<u>4,951.83</u>
			<u>2,723.65</u>

Cemetery Trust Fund, Income Account

Balance from 1961	3,178.34
Income 1962	14,076.22
Expenditures	14,297.66
Balance	2,956.90

REPORT OF CEMETERY COMMITTEE

SUMMARY OF RECEIPTS & EXPENDITURES

Receipts for Departmental Expenditures

Appropriations and Transfers	71,640.97
Cemetery Trust Fund, Income Account	14,365.42

Departmental Expenditures

From Appropriations and Transfers	63,965.49
From Cemetery Trust Fund, Income Account	14,297.66

Unexpended Balance

To Revenue of 1962	4,951.83
To 1963: Appropriation Accounts	1,267.15
Cemetery Trust Fund.....	67.76

Total Pay Roll

Maintenance, Salaries and Wages	47,256.80
---------------------------------------	-----------

Interments	10,825.00
Foundations	1,646.05
Lot Sales	1,161.00
Grave Sales	1,658.00
Perpetual Care	11,340.00
Annual Care	191.41
Miscellaneous	447.50
Grave Liners	4,431.00
	31,699.96

REPORT OF CITY AUDITOR

To His Honor the Mayor, and
The Honorable Board of Aldermen:
City of Melrose, Mass.

Gentlemen:

In compliance with the provisions of Chapter 3, Section 39 of the Revised Ordinances, I herewith submit the annual report of the City Auditor for the year ending December 31, 1962.

I have examined the several trust funds of the Treasurer-Collector and the trust funds of the Trustees of the Public Library together with all securities, coupons and savings accounts in the savings banks and trust companies. All income for the year was accounted for and all expenditures were properly supported by vouchers.

During the fiscal year 1962 all known obligations of the City were paid in full or adequate reserves established to provide for their ultimate payment. All serial loans and short term debt obligations were paid when due. Interest payment on all forms of outstanding debt were promptly made.

Respectfully submitted,


City Auditor.

REPORT OF CITY AUDITOR

FINANCES

The Assessed Valuation of the City
January 1, 1962
Real Estate
Personal Property

\$50,680,600.00
3,868,600.00

54,549,200.00

Rate of Taxation per \$1000. of Valuation - \$75.80

Appropriations:

Budget and Revenue Orders	5,239,752.38	
Contributory Retirement System	86,344.74	
County Tax	188,372.17	
County Tuberculosis Tax	44,031.14	
Metropolitan Park Tax	70,248.57	
" Sewer Tax	175,979.52	
" Water Tax	63,687.28	
Smoke Inspection Tax	800.91	
State Audit of Municipal Accounts	2,927.67	
State Examination of Retirement System	847.34	
Overlays for Abatement	97,427.75	
State and County Underestimates	93,575.95	
		\$6,063,995.42

Deduct: Estimated Receipts

Income Tax	337,712.88	
Corporation Tax	210,826.14	
Old Age Meal Tax	14,500.36	
City Accounts	1,200,513.92	
State and County Assessments	12,694.76	
From "Free Cash"	135,000.00	
		1,911,248.06
		4,152,747.36

Net Amount to be Raised By Taxation:

Poll Tax	\$17,918.00	
Real Estate Tax	3,841,589.48	
Personal Property Tax	293,239.88	
		4,152,747.36

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1962.

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CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1962

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REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS. BALANCE SHEET - DECEMBER 31, 1962

Assets

DEFERRED REVENUE ACCOUNTS

<u>Apportioned Sewer Assessments Revenue (Cont'd)</u>		<u>Liabilities and Reserves</u>
Due in		
1975	\$5,531.00	
1976	2,826.00	
1977	2,022.00	
1978	1,089.00	
1979	1,043.00	
1980	975.00	
1981	308.00	
1982	124.00	
		\$121,596.22
<u>Apportioned Sidewalk Assessment Revenue</u>		
Due in		
1963	2,072.78	
1964	1,713.00	
1965	1,708.00	
1966	1,703.00	
1967	1,703.00	
1968	1,698.00	
1969	1,683.00	
1970	1,683.00	
1971	1,522.00	
1972	1,451.00	
1973	1,397.00	
1974	1,387.00	
1975	1,382.00	
1976	1,275.00	
1977	1,007.00	
1978	797.00	
1979	720.00	
1980	720.00	
1981	460.00	
1982	385.00	
		26,431.78
<u>Apportioned Street Assessment Revenue</u>		
1963	17,334.00	
1964	14,240.00	
1965	14,188.00	
1966	14,124.00	
1967	13,954.00	
1968	13,864.00	
1969	13,821.00	

REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS. BALANCE SHEET OF DECEMBER 31, 1962

Assets

DEFERRED REVENUE ACCOUNTS

<u>Liabilities and Reserves</u>	
<u>Liabilities and Reserves</u>	
Apportioned Street Assessment Revenue (Cont'd)	
Due in 1970	\$13,778.00
1971	13,748.00
1972	13,659.00
1973	13,603.00
1974	13,564.00
1975	11,806.00
1976	9,263.00
1977	7,300.00
1978	5,953.00
1979	4,005.00
1980	3,478.00
1981	2,164.00
	<u>\$213,846.00</u>
Apportioned Water Assessment Revenue	
Due in 1963	134.00
1964	134.00
1965	134.00
1966	134.00
1967	134.00
1968	134.00
1969	134.00
1970	134.00
1971	134.00
1972	134.00
1973	134.00
1974	134.00
1975	134.00
1976	134.00
1977	134.00
1978	134.00
1979	134.00
1980	134.00
1981	134.00
	<u>2,546.00</u>
	<u>\$ 364,420.00</u>

REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS.		
BALANCE SHEET - DECEMBER 31, 1962.		
<u>DEBT ACCOUNT</u>		<u>Liabilities and Reserves</u>
	Serial Loans	
	Outside Debt Limit - School Construction	
\$910,000.00		\$210,000.00
<u>TRUST FUND AND INVESTMENT ACCOUNTS</u>		
	In Custody of City Treasurer:	
	Welfare Funds	
\$497,627.17	A. C. Marie Currier	\$ 26,204.09
10,000.00	Andrew Burnett	2,000.00
49,224.89	George Emerson	30,972.71
	School Funds	
	Community Civics	50.00
	Levi S. Gould	1,000.00
	Norman F. Hesseltime	100.00
	Sarah E. Fitch	248.98
	Margaret B. Wang	684.93
	Omicron Delta	5,647.26
	Stalcker Scholarship	13,498.92
	Adelaide Colburn	6,000.00
	Victor and Nellie Friend	5,553.89
	Lizzie T. P. Smith	1,000.00
	Library Funds	
	William E. Bailey	2,500.00
	William E. Barrett	75.00
	Horatio W. Perkins	500.00
	Park Funds	
	Sarah A. Chever	1,500.00
	Memorial Building	
	John C. F. Slayton	4,957.88
	Cemetery Funds	
	Perpetual Care	371,918.04
	Samuel McDaniels	100.00
	Wyoming Flower	3,719.25
	Oscar F. Frost	1,184.63
	Coyle Perpetual Flower	500.00
	Other Funds	
	Stabilization	13,440.23
	200th Anniversary	74.03
	Workmens Compensation	4,197.33
		497,627.17

REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1962.

Assets

TRUST FUND AND INVESTMENT ACCOUNTS

In Custody of Memorial Building Trustees
The John C. F. Slayton Fund - Income

\$10,000.00

Liabilities and Reserves

In Custody of Library Trustees

Sarah A. Cheever \$940.06
Jabez Dyer 1,550.40
Pond Field 48.28
Sarah E. Odlin 2,255.31
Stephen C. Deering 602.15
Felix A. Gardnot 43,191.03
Lizzie T. P. Smith 627.66

49,224.89

\$556,852.06

556,852.06

REPORT OF CITY AUDITOR

CASH STATEMENT FOR YEAR ENDING DECEMBER 31, 1962

Cash, January 1, 1962		
Revenue	\$837,978.96	
Non Revenue	<u>191,237.49</u>	1,029,216.45
Add: Receipts 1962		
Taxes - Real, Personal, Poll	4,034,619.15	
Estimated Receipts	1,869,933.70	
Tax Titles Redeemed	4,125.42	
Tax Titles Sales and Deposits	40,735.00	
State and County Aid to Highways	7,832.26	
Temporary Loans	1,400,000.00	
County Dog Tax for Library	2,447.44	
Dog Licenses and Sales for County	3,357.75	
Trust Funds Receipts	3,527.59	
Cemetery Trust Funds	14,240.45	
Mt. Hood Memorial Park Receipts	62,587.78	
Library Fines and Duplicate Fund	5,503.17	
Parking Meter Fees - Street	7,759.93	
- Area	3,833.93	
Sale of Lots and Graves	1,760.00	
Voted from Sale of Lots and Graves	4,000.00	
Perpetual Care Deposits	12,998.00	
Welfare Recoveries	9,440.25	
Federal Grants for Welfare	268,686.03	
" " " " Administration	17,615.13	
Pension Refunds	862.02	
School Lunch Receipts and Grants	94,920.55	
School Athletic Receipts	13,819.40	
Federal Grants for Education	61,099.32	
School Adult Education Fees	1,895.00	
Guarantee Depcsits	2,925.00	
Withholding - Federal Taxes	509,890.18	
- State "	48,036.42	
- Group Insurance	51,401.49	
Tailings	169.18	
Voted from Stabilization Fund	213,571.36	
Receipts Applied to Refunds	<u>36,292.33</u>	
		<u>8,815,885.23</u>
		9,845,101.68
Deduct:		
Expenditures per Schedule B	5,649,410.64	
" " " " C	<u>3,097,412.49</u>	
		<u>8,746,823.13</u>
Cash, December 31, 1962		
Revenue	911,268.29	
Non Revenue	<u>187,010.26</u>	
		<u>1,098,278.55</u>

REPORT OF CITY AUDITOR

SCHEDULE A ESTIMATED RECEIPTS

Year Ending December 31, 1962

Income Tax		\$378,090.64
Corporation Tax		248,785.91
Old Age Meal Tax		13,764.18
Motor Vehicle and Trailer Excise		
Levy of 1956	\$57.84	
1957	17.84	
1958	62.02	
1959	150.31	
1960	763.75	
1961	62,482.62	
1962	<u>519,180.62</u>	582,715.00
Licenses and Permits		
City Clerk - Garage	2,213.50	
Marriage	552.00	
Miscellaneous	670.50	
Health - Milk, Cream, etc.	192.15	
Cesspool	10.00	
Mayor - Amusement	17.00	
Building	1,632.00	
Gas	246.50	
Plumbing	1,598.00	
Fire	8.75	
Police	217.00	
State	<u>50.00</u>	7,407.40
Fines	<u>2,774.78</u>	2,774.78
Special Assessments		
Sewer	Paid in Advance	4,487.94
Added 1961	362.00	
1962	10,709.89	
Sidewalk	Paid in Advance	1,099.14
Added 1961	8.00	
1962	2,249.88	
Street	Paid in Advance	12,185.57
Added 1961	328.78	
1962	<u>18,993.38</u>	50,424.58
General Government		
Auditor	18.51	
Treasurer-Collector - Costs	2,332.05	
Tax Title Costs	15.00	
Municipal Liens	1,743.00	
Betterment Releases	39.00	
Receipts	484.73	
City Clerk - Mortgages	2.00	
Miscellaneous Receipts	2,226.00	
Fees	572.50	
Security Agreements	2,000.00	
Mayor	2.00	
Board of Appeal	180.00	
Election and Registration	662.00	
Planning Board	30.00	
Personnel Board	1.40	
Public Works	1,834.56	
Property Valuation Board	807.02	
Workmens Compensation	128.84	
Taxes on Estates	<u>1,749.13</u>	14,827.74
Protection of Persons and Property		
Police Ambulance	2,822.05	
Receipts	513.60	
Fire Receipts	55.10	
Civil Defense Receipts	1,480.29	
Weights and Measures	131.80	
Building	20.00	
Wire	78.48	
Forestry	1,278.91	
Care of Dogs	<u>25.00</u>	6,405.23

REPORT OF CITY AUDITOR

SCHEDULE A ESTIMATED RECEIPTS

Year Ending December 31, 1962

<u>Health and Sanitation</u>		
Health-Miscellaneous	\$443.00	
Bus Fares	157.26	
Tuberculosis	466.85	
Private Sewer	<u>10,357.75</u>	\$11,424.86
<u>Highways</u>		
Highway Repairing	70.00	
Driveways	2,182.09	
Individual Walks	70.23	
Traffic Beacons	<u>376.11</u>	2,698.43
<u>Charities</u>		
General Relief	5,060.02	
Aid to Dependent Children	15,722.90	
Disability Assistance	20,160.50	
Recoveries	<u>186.83</u>	41,130.25
<u>Old Age</u>		
Recoveries	8,967.09	
Old Age Assistance	58,451.98	
Medical Aid to Aged	<u>77,667.34</u>	145,086.41
<u>Veterans Services</u>		
Veterans Benefits	<u>20,933.47</u>	20,933.47
<u>School</u>		
Rentals	150.00	
Tuition	685.00	
Receipts	4,529.57	
Vocational Education (State)	8,182.70	
Summer School	9,078.00	
English Speaking Classes	<u>27.75</u>	22,653.02
<u>Library</u>		
Receipts	<u>1.00</u>	1.00
<u>Recreation</u>		
Memorial Building	3,429.95	
Park Receipts	10.75	
Recreation Receipts	<u>217.02</u>	3,657.72
<u>Public Service</u>		
Water Rates	211,204.17	
Added 1961	683.04	
1962	13,763.42	
Betterments Added	95.31	
Paid in Advance	114.00	
Inside Services	7,339.03	
Hydrant Rental	<u>11,560.00</u>	244,758.97
<u>Cemeteries</u>		
Miscellaneous Receipts	16,862.40	
Care of Lots	<u>179.41</u>	17,041.81
<u>Interest - Taxes</u>		
Taxes	1,476.59	
Assessments	59.26	
Motor Vehicle Excise	1,054.18	
Tax Titles	271.21	
Committed Interest 1961	289.43	
1962	<u>13,189.70</u>	16,340.37
<u>Interest- Deposits</u>		
	<u>6,464.56</u>	6,464.56
<u>Farm Animal Excise</u>		
	<u>14.88</u>	14.88
<u>School Construction</u>		
State Assistance	<u>32,532.49</u>	32,532.49
		<u>1,869,933.70</u>

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1962

	Available	Expended	Encumbered or Reserved	Balance
<u>General Government</u>				
Aldermen				
Salaries and Wages	\$3,196.92	\$ 3,196.91		\$.01
Other Expense	3,650.00	3,486.57	\$160.00	3.43
Mayor				
Salaries and Wages	7,624.55	5,803.33		1,821.22
Other Expense	1,600.00	1,591.51		8.49
Out of State Travel	150.00			150.00
Architect - Ripley School	2,000.00		2,000.00	
" - Beebe School	3,000.00		3,000.00	
" - Library	21,500.00	14,743.84	6,756.16	
" - School Building Program	18,000.00		18,000.00	
Auditor				
Salaries and Wages	20,169.41	19,461.23		708.18
Other Expense	2,325.00	2,107.51	207.00	10.49
Out of State Travel	150.00	50.65		99.35
Treasurer-Collector				
Salaries and Wages	29,250.65	29,074.29		176.36
Other Expense	8,000.00	6,887.48		1,112.52
Certification of Bonds	600.00	478.00		122.00
Out of State Travel	150.00	73.49		76.51
Capital Outlay	2,700.00	2,340.00		360.00
Group Insurance	91,943.99	84,176.29		7,767.70
Assessors				
Salaries and Wages	21,498.64	21,498.64		
Other Expense	4,058.38	4,052.34		6.04
Out of State Travel	150.00	150.00		
City Clerk				
Salaries and Wages	20,722.46	20,722.26		.20
Other Expenses	1,900.00	1,800.75		99.25
Vital Statistics	600.00	548.21		51.79
City Solicitor				
Salaries and Wages	5,363.75	5,363.67		.08
Other Expenses	400.00	168.62		231.38
Suits and Claims	200.00	83.55		116.45
Office Expense	2,750.00	2,750.00		
Election and Registration				
Salaries and Wages	16,278.00	15,977.89		300.11
Other Expense	7,300.00	7,262.23		37.77
Personnel Board				
Salary - Secretary	2,580.50	2,580.50		
Other Expense	250.00	236.79		13.21
Planning Board - Sal. & Wgs.	2,415.00	2,415.00		
Other Expense	558.85	421.04	85.00	52.81
Print Master Plan	579.15	579.15		
Workmens Compensation				
Administration	1,042.00	825.58		216.42 D
Compensation	11,000.00	8,182.84		2,817.16 D
Board of Appeal - Salaries	360.25	360.25		
Other Expense	200.00	176.47		23.53
Property Valuation Board				
Expense	677.71	108.23	569.48	
Fence Viewers	15.00			15.00

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1962

	Available	Expended	Encumbered or Reserved	Balance
<u>General Government (Continued)</u>				
Public Works				
Salaries and Wages	\$32,667.80	\$32,650.64		\$17.16
Vacations	16,781.86	16,234.63		547.23
Holidays	11,478.56	10,633.82		844.74
Other Expense	2,655.00	2,534.86		120.14
City Yard Improvements	2,594.18	1,998.39		595.79
Sick Leave	10,491.31	9,994.21		497.10
New Equipment	33,400.00	32,764.16		635.84
Overhead Expense	9,600.00*	12,602.69*	\$4.75	2,997.94
Parking Meter Salary	4,806.40	4,290.77		515.63 A
Parking Meter Maintenance	400.00	398.14		1.86 A
Out of State Travel	620.30	292.30		328.00
Install Bumpers-Dills Court	200.00		200.00	
Engineers				
Salaries and Wages	20,365.19	19,853.44		511.75
Other Expense	1,300.00	1,200.00		100.00
City Hall				
Salaries and Wages	9,566.26	9,186.48		379.78
Other Expense	10,018.10	8,955.09	116.69	946.32
Memorial Building -Sal. & Wgs.	6,997.48	6,177.66		819.82
Other Expense	6,500.00	5,256.79	216.00	1,027.21
Capital Outlay	3,951.45	1,407.55	2,543.90	
Total General Government	482,104.10	420,961.35	33,858.98	27,283.77
<u>Protection of Persons and Property</u>				
Police				
Salaries and Wages	286,834.38	274,448.32	4,675.35	7,710.71
Other Expense	5,000.00	4,955.07		44.93
Equipment and Repairs	7,000.00	6,783.74		216.26
Parking Meter Maintenance	12,529.71	5,991.70	6,420.52	117.49 A
Maintenance of Building	7,239.85	6,470.67	63.68	705.50
School Traffic Supervisors	19,353.24	18,777.62		575.62
Uniforms	2,025.00	1,727.20		297.80
Indemnification	200.00	122.95		77.05
Out of State Travel	150.00			150.00
Repairing and Renovating	1,500.00	1,478.75		21.25
Purchase of Station Wagons	4,860.00	4,848.26		11.74
Rear Entrance	2,250.00	1,750.56	499.44	
F. B. I. Academy	1,500.00	1,500.00		
Ambulance	11,500.00	10,758.97		741.03
Fire				
Salaries and Wages	315,766.76	300,071.80	4,901.48	10,793.48
Other Expense	4,900.00	4,757.72		142.28
Equipment and Repairs	5,500.00	5,395.77		104.23
Repairs to Building	2,500.00	2,269.13		230.87
Fuel and Light	4,400.00	4,136.70		263.30
New Hose	1,500.00	1,424.60		75.40
Hydrant Rental	11,560.00	11,560.00		
Out of State Travel	150.00	150.00		
Door Opener	275.00		275.00	
Hose Dryer	800.00	799.90		.10
Indemnification	100.00	55.00		45.00
Uniforms	1,325.00	1,131.00		194.00
Short Wave Radio	2,730.00		2,730.00	
New Tires	900.00	741.60		158.40
Remove Building	1,500.00		1,500.00	
Building - Salaries and Wages	17,158.31	17,157.44		.87
Other Expense	1,250.00	1,245.25		4.75
Out of State Travel	150.00			150.00
Wire - Salaries and Wages	16,888.79	16,492.20		396.59
Other Expense	345.00	340.41		4.59
Fire and Police Signals	4,600.00	4,583.06		16.94
Out of State Travel	150.00	45.60		104.40
Truck Chassis	3,000.00	2,956.90		43.10

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1962

	Available	Expended	Encumbered or Reserved	Balance
<u>Protection of Persons and Property (Continued)</u>				
Civil Defense-Salary and Wages	\$954.00	\$953.85		\$.15
Other Expense	2,646.74	1,075.75	\$1,570.99	
Weights & Measures-Sal. & Wgs.	1,925.52	1,699.95		225.57
Other Expense	400.00	279.89		120.11
Forestry	30,348.85	27,967.12		2,381.73
Dog Officer - Salaries and Wgs.	860.75	860.70		.05
Other Expense	600.00	600.00		
Total - Protection of Persons and Property	797,126.90	748,365.15	22,636.46	26,125.29
<u>Health and Sanitation</u>				
<u>Health Department</u>				
Salaries and Wages	37,479.31	37,219.00		260.31
Other Expenses	2,750.00	2,607.21	100.00	42.79
Tuberculosis	1,800.00	1,540.50		259.50
Quarantine and Contagious Diseases	410.00	405.65		4.35
Dental Clinic - Sal. & Wgs.	6,678.09	6,678.00		.09
Expense	1,000.00	978.71		21.29
Transport children to Clinic	678.00	634.50		43.50
Care of premature Babies	400.00			400.00
Out of State Travel	40.00	38.14		1.86
Immunization of Dogs	346.00	346.00		
Polio Clinic	130.00	130.00		
Mosquito Suppression	2,100.00	2,055.92		44.08
Control, Extermination of Rats	500.00	425.00		75.00
Childrens Medical Center	4,313.15	1,272.44		3,040.71
<u>Sanitation</u>				
Surface Drain Construction	14,129.83	11,787.01		2,342.82
Sewer Division-Maintenance	15,437.19	14,386.79		1,050.40
Operation Pumping Stations	5,022.65	4,537.13		485.52
Sewer Construction	17,985.76	6,329.99	11,005.58	650.19
Private Sewers	13,473.66	12,685.81	38.56	749.29
Sewer Connections General	1,000.00	865.02		134.98
Surface Drain Maintenance	28,866.02	28,496.01		370.01
Collection of Ashes	58,772.73	58,666.95		105.78
Dump Development	2,104.16	1,655.03		449.13
Dump Improvement	2,514.77	813.41	1,701.36	
Collection of Garbage	40,000.00	40,000.00		
Street Cleaning	15,448.22	15,403.74		44.48
Total Health and Sanitation	273,379.54	249,957.96	12,845.50	10,576.08
<u>Highways and Bridges</u>				
<u>Highway Division</u>				
Highway Repairs	95,677.18	95,600.44		76.74
Traffic Signs and Markings	6,111.04	6,100.10		10.94
Private Ways Repairs	1,177.18			1,177.18
Highway Construction	110,910.43	86,559.54	23,255.52	1,095.37
" " Chapt. 90-1961	9,605.28	9,194.99	272.61	137.68
" " " 90-1962	14,250.00		14,250.00	
Repair of Walks	15,047.65	13,962.08	748.51	337.06
Individual Walks and Curbsings	2,514.36	1,514.59		999.77
Driveways	2,576.02	2,170.10		405.92
Continuous Walks	7,205.08	5,913.05	957.33	334.70
Snow Removal	67,121.57	64,053.92	1,529.33	1538.32
Street Lighting	49,283.50	49,256.39		27.11
Traffic Beacons	3,200.00	3,101.98		98.02
Automotive Expense	5,600.00*	6,081.31*	381.77	99.54
Total Highways and Bridges	379, 079.29	331,345.87	41,395.07	6,338.35

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1962

	Available	Expended	Encumbered or Reserved	Balance
<u>Public Welfare</u>				
General Administration	\$21,003.00	\$20,774.54		\$228.46
General Relief	16,000.00	15,671.84		328.16
Old Age Assistance	65,000.00	50,352.41		14,647.59
Medical Assistance for Aged	100,000.00	96,601.76		3,398.24
Aid to Dependent Children	28,000.00	25,269.27		2,730.73
Disability Assistance	33,000.00	30,462.31		2,537.69
Out of State Travel	150.00			150.00
Total Welfare	263,153.00	239,132.13		24,020.87
<u>Veterans Services</u>				
General Admin. Sal. & Wgs.	9,693.94	9,693.94		
Other Expense	1,060.00	989.54		70.46
Veterans Benefits	35,000.00	34,537.59		462.41
Veterans Burial	300.00			300.00
Total Veterans Services	46,053.94	45,221.07		832.87
<u>Education</u>				
Salaries and Wages	2,146,892.00	2,135,986.84		10,905.16
Other Expenses	16,455.00	15,265.12	105.00	1,084.88
Textbooks and Supplies	108,856.00	103,664.24	5,139.20	52.56
Plant Maintenance, etc.	205,684.00	202,856.33	1,474.99	1,352.68
Vocational & Adult Edu.	10,845.00	9,219.18	216.00	1,409.82
High School Furnishings	4,729.47	455.58		4,273.89
Out of State Travel	1,100.00	473.12		626.88
Repair of High School Drive.	1,500.00	259.42	1,240.58	
Purchase Truck	2,847.00	2,847.00		
Total Education	2,498,908.47	2,471,026.83	8,175.77	19,705.87
<u>Library</u>				
Salaries and Wages	74,003.64	72,868.32		1,135.32
Other Expenses	3,250.00	3,215.87		34.13B
Books, Periodicals, etc.	12,447.44	12,415.87		31.57B
Building and Janitor Supplies	750.00	705.01		44.99
Fuel and Light	2,350.00	2,276.44		73.56
Binding	2,300.00	2,297.12		2.88
Branch Library-Rental	1,950.00	1,950.00		
Out of State Travel	150.00	149.15		.85
Roof Repairs	200.00			200.00
New Equipment	560.00	518.25		41.75
Repairs to Roof	8,666.00		8,666.00	
Construct. of Addition	300,349.00	209,220.99	91,128.01	
Services of Consultant	500.00		500.00	
Sketches and Specifications of Addition	3,500.00	3,500.00		
Total Library	410,976.08	309,117.02	100,294.01	1,565.05
<u>Recreation</u>				
Pine Banks Park				
Salaries and Wages	13,278.18	12,655.38	96.68	526.12
Expense	3,625.00	3,583.50		41.50
Resurface Roads	1,000.00	495.71	504.29	
Chain Link Fence	250.00	250.00		
Out of State Travel	75.00			75.00
Playground Equipment	300.00	299.46		.54

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1962

	Available	Expended	Encumbered or Reserved	Balance
<u>Recreation (Continued)</u>				
Park Department				
Gen.Admin. Salaries & Wages	\$21,208.66	\$21,208.66		
All Other " "	38,160.00	37,644.02		\$515.98
Holidays, Labor Vacations	4,240.00	4,183.39		56.61
-Gen. Admin. Other Expense	740.00	585.40		154.60
All Other Expenses	7,500.00	6,464.80	\$48.00	987.20
Golf Maint. & Operation	43,378.00	37,404.49		5,973.51C
Recreation Building Operation	8,860.00	7,898.18		961.82C
Athletic Field & Field House				
Salaries and Wages	6,010.00	5,993.62		16.38
Maintenance & Operation	2,200.00	2,081.18		118.82
Rescoddng Tees	1,150.62	1,130.16		20.46
Ski Tow-Maintenance & Operation	1,890.00	1,133.78		756.22C
Tar Roads and Walks	2,150.85	1,883.36		267.49
Christmas Decorations	200.00	109.69		90.31
Out of State Travel	150.00			150.00
New Equipment	5,500.00	5,499.66		.34
Recreation Div. Sal. & Wgs.	8,180.30	7,986.53		193.77
Other Expenses	4,300.00	4,182.55		117.45
Hallowe'en & July 4th	750.00	699.56		50.44
Busses to Swimming Pool	1,800.00	1,564.00		236.00
Program-Retarded Children	500.00	269.28		230.72
Out of State Travel	150.00	71.35		78.65
Total Recreation	177,546.61	165,277.71	648.97	\$11,619.93
<u>Celebrations</u>				
Memorial Day				
Decorate Graves				
Union Soldiers	400.00	328.85		71.15
American Legion Post 90	300.00	300.00		
Veterans Foreign Wars	400.00	400.00		
World War I Barracks 1167	125.00	125.00		
Band	100.00			100.00
Disabled American Veterans	50.00	15.00		35.00
World War II Maint. Memorial	300.00	188.00		112.00
Draftees Recognition	150.00	89.00		61.00
Christmas Lighting				
City Hall	600.00	50.00	193.11	356.89
Memorial Building	75.00	69.00		6.00
Main Street	550.00	550.00		
Total Celebrations	3,050.00	2,114.85	193.11	742.04
<u>Pensions</u>				
Non-Contributory	115,726.00	113,568.07	1,095.10	1,062.83
Contributory	86,344.74	86,344.74		
Total Pensions	202,070.74	199,912.81	1,095.10	1,062.83
<u>Public Service Enterprises</u>				
Water Maintenance	78,473.66	77,454.52	1,004.14	15.00
Water Construction	33,483.68	33,463.52		20.16
Water Inside Services	9,234.57	8,085.61		1,148.96
Total Public Enterprises	121,191.91	119,003.65	1,004.14	1,184.12
<u>Cemetery</u>				
Salaries and Wages	47,256.80	46,310.50		946.30
Other Expense	6,400.00	6,397.50		2.50
Grave Liners	3,000.00	2,997.20		2.80
Out of State Travel	150.00	73.54		76.46
New Equipment	7,300.00	7,060.91		239.09

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1962

	<u>Available</u>	<u>Expended</u>	<u>Encumbered or Reserved</u>	<u>Balance</u>
<u>Cemetery (Continued)</u>				
Drain and Fill Pond	\$548.80		\$548.80	
Road Construction	5,495.44	\$1,372.41	\$4,123.03	
Loam and Fill	723.85	467.85	256.00	
Survey and Maps	105.00	105.00		
Total Cemetery	70,979.89	64,784.91	4,927.83	1,267.15
<u>Municipal Indebtedness</u>	130,000.00	130,000.00		
<u>Interest</u>	37,350.00	34,835.49		2,514.51
<u>Unclassified</u>				
Veterans Quarters Rentals				
American Legion	1,000.00	1,000.00		
Veterans Foreign Wars	700.00	700.00		
Amvets	400.00	400.00		
Disabled American Veterans	25.00			25.00
Claims	3,870.00	3,870.00		
Insurance	22,000.00	20,633.58		1,366.42
Fill Pond Improvement	10,072.93	8,235.11		1,837.82
Printing City Reports	550.00	543.88		6.12
Alterations Main High School	949.66			949.66
Land Taking				
Emerson St.	25,500.00	25,500.00		
Main and Albion Sts.	2,273.25	630.00	1,643.25	
East Foster St.	20,474.01	20,474.01		
Myrtle St.	4,239.91	4,239.91		
Total Unclassified	92,054.76	86,226.49	1,643.25	4,185.02
Bills Payable	33,900.29	32,127.35		1,772.94

Legend: * Debit
 ** Credit
 A To Parking Meter Receipts
 B To Library Fines
 C To Mt. Hood Park Receipts
 D To Workmens Compensation Fund

REPORT OF CITY AUDITOR

RECAPITULATION

Appropriations and Expenditures for Year ending December 31, 1962

	<u>Available</u>	<u>Expended</u>	<u>Encumbered or Reserved</u>	<u>Balance</u>
General Government	\$482,104.10	\$420,961.35	\$33,858.98	\$27,283.77
Protection of Persons and Property	797,126.90	748,365.15	22,636.46	26,125.29
Health and Sanitation	273,379.54	249,957.96	12,845.50	10,576.08
Highways and Bridges	379,079.29	331,345.87	41,395.07	6,338.35
Public Welfare	265,153.00	239,132.13		24,020.87
Veterans Services	46,053.94	45,221.07		832.87
Education	2,498,908.47	2,471,026.83	8,175.77	19,705.87
Public Library	410,976.08	309,117.02	100,294.01	1,565.05
Recreation	177,546.61	165,277.71	648.97	11,619.93
Celebrations	3,050.00	2,114.85	193.11	742.04
Pensions	202,070.74	199,912.81	1,095.10	1,062.83
Public Service Enterprises	121,191.91	119,003.65	1,004.14	1,184.12
Cemeteries	70,979.89	64,734.91	4,927.83	1,267.15
Municipal Indebtedness	130,000.00	130,000.00		
Interest	37,350.00	34,835.49		2,514.51
Unclassified	92,054.76	86,226.49	1,643.25	4,185.02
Bills Payable	33,900.29	32,127.35		1,772.94
To Excess and Deficiency				129,350.42
To Parking Meter Receipts				634.98
To Library - Fines				65.70
To Mt. Hood Park Receipts				7,712.01
To Workmens Compensation Fund				3,033.58
	6,018,925.52	5,649,410.64	228,718.19	140,796.69

REPORT OF CITY AUDITOR

SCHEDULE C

Miscellaneous Expenditures

<u>Account</u>		<u>Amount</u>
Temporary Loans Paid		\$1,400,000.00
County Dog Tax		3,334.50
State and County Assessments:		
Metropolitan: Park	\$67,128.59	
Sewer	162,889.31	
Water	63,687.28	
State: Air Pollution	760.64	
Audit	2,927.67	
Retirement System	847.34	
County: Tax	187,12.47	
Tuberculosis Hospital	44,031.14	
		529,404.44
Trust Funds		3,241.92
Cemetery Perpetual Care and Flower		14,485.41
Library - Duplicate Fund		822.73
Paid to Fund - Perpetual Care	15,097.00	
Sale of Lots	2,083.00	
Workmens Compensation	3,684.76	
		20,864.76
From Federal Funds for Welfare:		
Administration	11,281.14	
Old Age Assistance	146,170.45	
Medical Aid to Aged	131,478.50	
Aid to Dependent Children	26,230.21	
Disability Assistance	13,945.76	
		329,106.06
School Revolving Funds:		
Special School Lunch Program	96,386.85	
Physical Education	42,298.35	
		138,685.20
Federal Grants for Education:		
Public Law 874	51,725.75	
Public Law 864	8,310.85	
		60,036.60
Refunds:		
Guarantee Deposits	7,842.07	
Abated Taxes etc.	20,084.74	
All Others	10,265.52	
		38,192.33
Withholding Taxes		555,001.31
Tailings		10.00
Non-Revenue School Construction		4,227.23
TOTAL		3,097,412.49

REPORT OF CITY CLERK

January 7, 1963

To His Honor, the Mayor, and
the Honorable Board of Aldermen,
City of Melrose, Mass.

Gentlemen:

The report of the City Clerk's Department for the year 1962 follows:-

The amounts received by the City Clerk for fees for official services from January 1, 1962, to December 31, 1962, were as follows:-

For recording and indexing fishing, hunting, sporting and trapping licenses	\$ 145.25
For recording and indexing dog licenses	427.25
For recording marriage certificates	552.00
For licenses to keep and store gasoline and other inflammable materials, and for filing certificates of registration of such licenses	2,213.50
For miscellaneous licenses	856.50
For copies of records, etc.	2,226.00
For recording and indexing discharges of mortgages of personal property and other instruments	2.00
For filing financing statements and copies of security agreements	<u>2,000.00</u>
Total receipts	\$8,422.50
Less refunds	<u>176.00</u>
Total net receipts paid into city treasury	<u>\$8,246.50</u>

The sum of \$3,737.00 was received for dog licenses issued from January 1, 1962, to December 31, 1962, in the following numbers and amounts:

For 787 male dogs at \$2.00 each	\$1,574.00
*For 97 female dogs at \$5.00 each	480.00
*For 825 spayed female dogs at \$2.00 each	1,648.00
For one kennel license at \$10.00	10.00
For one kennel license at \$25.00	<u>25.00</u>
Total received for dog licenses	\$3,737.00

*One female dog license and one spayed female dog license were issued without charge for seeing-eye dogs.

Of the amount received for dog licenses, as above \$3,309.75 was paid to the County of Middlesex, and \$427.25, representing the City Clerk's fees, was paid into the city treasury.

REPORT OF CITY CLERK

The sum of \$2,564.75 was received for fishing, hunting, sporting and trapping licenses issued from January 1, 1962, to December 31, 1962, in the following numbers and amounts:-

Resident Citizen Fishing licenses, 312 at \$4.25 each	\$1,326.00
Resident Citizen Hunting licenses, 139 at \$4.25 each	590.75
Resident Citizen Sporting licenses, 55 at \$7.25 each	398.75
Resident Citizen Minor Fishing licenses, 30 at \$2.25 each	67.50
Resident Citizen Female Fishing licenses, 34 at \$3.25 each	110.50
Resident Citizen Trapping license, 1 at \$7.75	7.75
Special Non-resident Citizen Fishing licenses, 3 at \$4.25	12.75
Non-resident or Alien Fishing licenses, 5 at \$8.75 each	43.75
Duplicate licenses, 3 at 50¢ each	1.50
Resident Citizen (over 70) Sporting licenses, 40 (free)	00.00
Deer Stamps (bow and arrow), 5 at \$1.10 each	5.50
Total	\$2,564.75

Of the above amount, \$2,419.50 was paid to the Commonwealth of Massachusetts, Division of Fisheries and Game, and the balance of \$145.25, representing the City Clerk's fees, has been paid into the city treasury.

VITAL STATISTICS

Births Recorded

Children born in Melrose of Melrose parents	273
Children born outside of Melrose of Melrose parents	254
Children born in Melrose of non-resident parents	818
Total number of births recorded	1,345

Marriages Recorded

Both parties residents and solemnized in Melrose	40
Both parties residents and solemnized elsewhere in state	17
Both parties residents and solemnized out of state	0
One party resident and solemnized in Melrose	83
One party resident and solemnized elsewhere in state	103
One party resident and solemnized out of state	2
Both parties non-residents and solemnized in Melrose	8
Total number of marriages recorded	253

Deaths Recorded

Melrose residents occurring in Melrose	238
Melrose residents occurring elsewhere	119
Non-residents occurring in Melrose	155
Non-residents occurring elsewhere and buried in Melrose .	10
Total number of deaths recorded	522

Raymond H. Greenlaw
Raymond H. Greenlaw, City Clerk

REPORT OF CITY TREASURER AND COLLECTOR

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of
the Revised Ordinances, I hereby submit my report as City
Treasurer and Collector for the year 1962.

Respectfully submitted

Stanley G. Bunker
Stanley G. Bunker
City Treasurer-Collector

CITY TREASURER

CASH STATEMENT FOR THE YEAR 1962

Cash, January 1, 1962		
Revenue	\$240,876.96	
Securities	597,102.00	
Non-Revenue	92,594.49	
Securities	<u>98,643.00</u>	\$1,029,216.45
Receipts, January 1, 1962		
to December 31, 1962:		<u>8,815,885.23</u>
		<u>\$9,845,101.68</u>
Payments, January 1, 1962		
to December 31, 1962:		\$8,742,595.90
Non-Revenue		
School Construction		4,227.23
Balance, Cash December 31, 1962		
Revenue	\$314,643.29	
Securities	596,625.00	
Non-Revenue	87,706.26	
Securities	<u>99,304.00</u>	<u>1,098,278.55</u>
		<u>\$9,845,101.68</u>

Percentage Real Estate collected: 98.42%

LOAN IN ANTICIPATION OF TAXES

Authorized by Aldermanic Order #13908	1,400,000.00
Notes paid in 1962	<u>1,400,000.00</u>
Balance due in 1963	000.00
Rate of discount, average	1.344%

REPORT OF CITY TREASURER AND COLLECTOR

TAX TITLE ACCOUNT

Balance, January 1, 1962	\$ 4,635.30	
Added during 1962	<u>1,486.65</u>	\$ 6,121.95
Redemption and Foreclosure	\$ 4,237.03	
Balance, December 31, 1962	<u>1,884.92</u>	6,121.95

FUNDS HELD BY THE CITY TREASURER

CEMETERY FUNDS

PERPETUAL CARE

	SECURITIES	TOTAL
January 1, 1962	\$353,931.90	\$353,931.90
December 31, 1962	369,028.90	369,028.90

PRINCIPAL ACCOUNT

City of Melrose Collections for year 1962	15,097.00
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INCOME ACCOUNT

RECEIPTS

Balance, January 1, 1962	\$ 2,576.12	
Income from Securities	<u>14,323.02</u>	16,899.14

PAYMENTS

Melrose Trust Company Box Rent	\$ 10.00	
City of Melrose Income	14,000.00	
Balance, December 31, 1962	<u>2,889.14</u>	16,899.14

SECURITIES IN FUND

BONDS

American Tel. & Tel. Co.	Dec. 1970	2-3/4	4,000.00
American Tel. & Tel. Co.	Aug. 1980	2-3/4	2,000.00
Arkansas Power & Light Co.	Oct. 1974	3-1/8	2,000.00
Atchison, Topeka & Santa Fe Ry.	Oct. 1995	4	6,000.00
Bell Tel. Co. of Penna.	May 2001	4-3/4	10,000.00
Boston Edison Co.	Dec. 1970	2-3/4	15,000.00
Boston & Albany R. R.	Aug. 1978	4-1/4	8,000.00
Boston & Albany R. R.	Oct. 1963	5	3,000.00
Brooklyn Union Gas Co.	July 1976	2-7/8	5,000.00
Central Maine Power Co.	May 1976	2-3/4	10,000.00
Central Maine Power Co.	Oct. 1970	3-1/2	5,000.00
Central Vermont Public Service Co.	Feb. 1975	2-3/4	13,000.00
Chesapeake & Ohio R. R.	May 1996	3-1/2	5,000.00
Connecticut Light & Power Co.	Oct. 1980	3	7,000.00
Cons. Edison Co. of N. Y., Inc.	Apr. 1977	2-5/8	6,000.00
Cons. Edison Co. of N. Y., Inc.	June 1988	4	5,000.00
Georgia Power Co.	Apr. 1983	3-3/4	3,000.00
Illinois Central Ry.	Aug. 1980	3-1/4	3,000.00
Louisville & Nashville R. R.	Apr. 2003	2-7/8	7,000.00
Metropolitan Edison Co.	Mar. 1982	3-1/4	2,000.00
Michigan Bell Telephone Co.	Aug. 1994	4-7/8	5,000.00
Montana Power Co.	Oct. 1975	2-7/8	1,000.00
New Jersey Bell Telephone Co.	July 1988	3-1/8	2,000.00
New York Central Hudson River R. R.	Oct. 2013	4-1/2	3,000.00
Niagara Mohawk Power Co.	Aug. 1984	3-1/8	10,000.00
Northern Indiana Public Service Co.	Aug. 1973	3-1/8	8,000.00
Ohio Edison Co.	Apr. 1989	4-1/2	5,000.00
Ohio Power Co.	Jan. 1983	3-3/8	2,000.00
Pacific Gas & Electric Co.	June 1974	3	5,000.00
Pacific Gas & Electric Co.	Dec. 1979	3	5,000.00
Pacific Tel. & Tel. Co.	Dec. 1985	2-3/4	2,000.00
Pacific Tel. & Tel. Co.	Oct. 1987	3-1/8	4,000.00
Pacific Tel. & Tel. Co.	Mar. 1978	3-1/4	2,000.00

REPORT OF CITY TREASURER AND COLLECTOR

Pennsylvania Power Co.	Feb. 1982	3-1/4	2,000.00
Pennsylvania R. R.	June 1965	4-1/2	3,000.00
Pennsylvania Electric Co.	June 1976	2-3/4	4,000.00
Public Service Co. of N. H.	Jan. 1973	3-1/4	5,000.00
Southern Pacific Co. Oregon Lines	Mar. 1977	4-1/2	5,000.00
Southern Pacific R. R.	Jan. 1996	2-3/4	5,000.00
Standard Oil Co. of California	July 1983	4-3/8	5,000.00
Standard Oil Co. of Indiana	Oct. 1983	4-1/2	5,000.00
Toledo Edison Co.	Apr. 1977	2-7/8	3,000.00
Union Electric Co. of Missouri	Sept. 1990	4-3/4	10,000.00
U. S. Treasury Bonds	Feb. 1990	3-1/2	6,000.00
U. S. Treasury Bonds	Nov. 1998	3-1/2	3,000.00
U. S. Treasury Notes	Aug. 1964	5	10,000.00
Virginia Railway Co.	May 1995	3	5,000.00
Wisconsin Public Service Co.	Jan. 1971	3-1/4	5,000.00
Wisconsin Power & Light Co.	Aug. 1971	3-1/4	5,000.00
			<u>\$256,000.00</u>

STOCKS

SHARES

First National Bank of Boston	225	\$ 7,137.50
National Shawmut Bank of Boston	150	4,212.50
New England Merchants National Bank	143	4,044.00
Newton-Waltham Bank & Trust Co.	89	3,062.50
State Street Bank & Trust Co.	381	<u>9,292.50</u>
		<u>\$ 27,749.00</u>

CO-OPERATIVE BANK SHARES

Concord Co-operative Bank	20	\$ 4,000.00
Melrose Co-operative Bank	100	20,000.00
Merchants Co-operative Bank	20	4,000.00
Middleboro Co-operative Bank	20	4,000.00
Peabody Co-operative Bank	30	6,000.00
Stoneham Co-operative Bank	40	<u>8,000.00</u>
		<u>\$ 46,000.00</u>

SAVINGS BANKS

Malden Savings Bank	\$ 5,000.00
Melrose Savings Bank	28,279.90
Suffolk Franklin Savings Bank	5,000.00
Warren Institution for Savings	<u>1,000.00</u>
	<u>\$ 39,279.90</u>

TOTAL INVESTMENTS

\$369,028.90

CEMETERY

COYLE PERPETUAL FLOWER FUND (Melrose Savings Bank \$500.00)

Income received	\$ 20.00	
Paid, City of Melrose		\$ 20.00

OSCAR F. FROST FUND (Melrose Savings Bank \$1184.63)

Income received	\$ 47.36	
Paid, City of Melrose		\$ 47.36

WYOMING CEMETERY FUND (Melrose Savings Bank \$4419.25)

Income received	\$161.09	
Paid, City of Melrose		\$ 161.09

REPORT OF CITY TREASURER AND COLLECTOR

LIBRARY FUNDS

WILLIAM BAILEY LIBRARY FUND (Melrose Savings Bank \$2500.00)

Income received	\$100.00		
Paid, City of Melrose		\$	100.00

WILLIAM EMERSON BARRETT FUND (Melrose Savings Bank \$ 75.00)

Income received	\$ 3.00		
Paid, City of Melrose		\$	3.00

HORATIO NELSON PERKINS FUND (Melrose Savings Bank \$500.00)

Income received	\$ 20.00		
Paid, City of Melrose		\$	20.00

MEMORIAL BUILDING

JOHN C. F. SLAYTON ORGAN FUND (\$10,000 U. S. Treasury Bonds 4s Feb. 15, 1980)

Income received	\$400.00		
Paid, John C. F. Slayton Fund		\$	400.00

SARAH E. CHEVER FUND (Sewall Woods Park) (Melrose Savings Bank \$1500.00)

Income received	\$ 60.00		
Paid, City of Melrose		\$	60.00

ADELAIDE COLBURN MEMORIAL FUND (Melrose Savings Bank \$6000.00)

Income received	\$240.00		
Paid, City of Melrose		\$	240.00

COMMUNITY CIVICS FUND (Melrose Savings Bank \$50.00)

Income received	\$ 2.00		
Paid, City of Melrose		\$	2.00

SARAH E. FITCH FUND (Melrose Savings Bank \$239.32)

Balance, January 1, 1962	\$239.32		
Income received	9.66		
	<u>\$248.98</u>		
Balance, December 31, 1962		\$	248.98

VICTOR A. & NELLIE L. FRIEND FUND (\$5,000 U.S. Treasury Bonds 4s Feb. 15, 1980) (Melrose Savings Bank \$553.89)

Balance, January 1, 1962	\$434.99		
Income received	218.90		
	<u>\$653.89</u>		
Paid, City of Melrose		\$	100.00
Balance, December 31, 1962		\$	553.89
			<u>653.89</u>

LEVI S. GOULD FUND (Melrose Savings Bank \$1,000.00)

Income received	\$ 40.00		
Paid, City of Melrose		\$	40.00

REPORT OF CITY TREASURER AND COLLECTOR

NORMAN HESSELTINE FUND (Melrose Savings Bank \$100.00)

Income received	\$	4.00	
Paid, City of Melrose			\$ 4.00

OMICRON DELTA SCHOLARSHIP FUND
 (242 Shares Eaton & Howard Balance Fund \$2,417.81)
 (260 Shares Massachusetts Investment Tr. 2,895.80)
 (Melrose Savings Bank 100.00)
 (Melrose Savings Bank 133.65)
 (~~\$5,547.26~~)

Balance of Income, January 1, 1962	\$	46.59	
Income received		<u>187.06</u>	
	\$	233.65	
Paid, City of Melrose			\$ 100.00
Balance, December 31, 1962			<u>133.65</u>
			\$ 233.65

DR. WILLIS A SMITH FUND (Melrose Savings Bank \$1,000.00)

Income received	\$	40.00	
Paid, City of Melrose			\$ 40.00

STALKER SCHOLARSHIP FUND

Amount in Fund December 31, 1962			\$ 13,498.92
American Tel. & Tel. Co.			
Dec. 1970 2-3/4	\$	3,000.00	
Arkansas Power & Light Co.			
Aug. 1978 3-1/8		2,000.00	
Commonwealth Edison Co.			
Mar. 1987 4-1/4		5,000.00	
Montana Power Co.			
Oct. 1975 2-7/8		1,000.00	
Pacific Gas & Electric Co.			
June 1966 3-1/2		1,000.00	
Public Service Co. of N. H.			
Jan. 1973 3-1/4		1,000.00	
Melrose Savings Bank		<u>498.92</u>	
			\$ 13,498.92

Income Account

Receipts			
Balance, January 1, 1962	\$	291.67	
Income from Securities		<u>469.35</u>	
	\$	761.02	
Payments			
School Department			\$ 450.00
Balance, December 31, 1962			<u>311.02</u>
			\$ 761.02

MARGARET BAKEMAN WING MEMORIAL AWARD FUND (10 Shares American Tel. & Tel. Co. \$551.00) (Melrose Savings Bank 108.93) (~~\$659.93~~)

Balance, January 1, 1962	\$	94.09	
Income received		<u>39.84</u>	
	\$	133.93	
Paid, City of Melrose			\$ 25.00
Balance, December 31, 1962			<u>108.93</u>
			\$ 133.93

WELFARE FUND ANDREW BURNETT MEMORIAL FUND (Melrose Savings Bank \$2,000.00)

Income received	\$	80.00	
Paid, City of Melrose			\$ 80.00

REPORT OF CITY TREASURER AND COLLECTOR

A. C. MARIE CURRIER FUND

Amount in Fund, December 31, 1962		\$ 25,374.11
Securities		
N. Y. Central & Hudson R. R.		
Oct. 2013 4-1/2	\$ 2,000.00	
U. S. Treasury Notes		
Aug. 1964 5	10,000.00	
Virginia Electric & Power Co.		
Oct. 1986 4-1/8	5,000.00	
First Natl. Bank of Boston 26 sh	1,067.00	
Charlestown Savings Bank	619.77	
Eliot Savings Bank	647.01	
Malden Savings Bank	1,665.70	
Melrose Savings Bank	<u>4,374.63</u>	\$ 25,374.11

INCOME ACCOUNT

Balance, January 1, 1962	\$ 1,367.93	
Income received	<u>1,202.77</u>	
	\$ 2,570.70	
Paid, City of Melrose		\$ 900.00
Melrose Trust Co. Box Rent		5.00
Balance, December 31, 1962		<u>1,665.70</u>
		\$ 2,570.70

GEORGE EMERSON FUND

(U.S. Treasury Notes 5 Aug. 1964	\$15,000.00)
(Melrose Savings Bank	16,972.71)
	<u>\$31,972.71</u>)

Balance, January 1, 1962	\$ 27,883.17	
Income from George Emerson Estate	2,787.76	
Income received	<u>1,301.78</u>	
	\$ 31,972.71	
Paid, City of Melrose		\$ 1,000.00
Balance, December 31, 1962		<u>30,972.71</u>
		\$ 31,972.71

OTHER FUNDS

SALE OF LOTS & GRAVES

(Melrose Savings Bank	\$16,260.31)
(Melrose Co-op. Bank	10,000.00)

Balance, January 1, 1962	\$ 27,069.65	
Collection	2,083.00	
Interest	<u>1,107.66</u>	
	\$ 30,260.31	
Paid, City of Melrose		\$ 4,000.00
Balance, December 31, 1962		<u>26,260.31</u>
		\$ 30,260.31

STABILIZATION FUND

(Melrose Savings Bank	\$13,440.23)
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Balance, January 1, 1962	\$ 218,196.47	
Income received	8,815.12	
	<u>\$ 227,011.59</u>	
Paid, City of Melrose		\$ 213,571.36
Balance, December 31, 1962		<u>13,440.23</u>
		\$ 227,011.59

WORKMEN'S COMPENSATION

(Melrose Savings Bank	\$4,197.33)
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Balance, January 1, 1962	\$ 4,105.51	
Income received	91.82	
	<u>\$ 4,197.33</u>	
Balance, December 31, 1962		\$ 4,197.33

REPORT OF CITY TREASURER AND COLLECTOR

200TH ANNIVERSARY TOWN OF MELROSE (Melrose Savings Bank \$74.03)

Balance, January 1, 1962	\$	71.18	
Income received		<u>2.85</u>	
	\$	74.03	
Balance, December 31, 1962	\$		74.03

MUNICIPAL INDEBTEDNESS

Balance, January 1, 1962	\$	1,040,000.00	
	\$	1,040,000.00	
Bonds paid 1962			\$ 130,000.00
Balance due December 31, 1962			<u>910,000.00</u>
			\$1,040,000.00

COLLECTOR'S ANNUAL REPORT 1962

TAXES: 1959 Poll			\$ 4.00
1960 Poll	\$	12.00	
Real Estate		<u>163.38</u>	175.38
1961 Poll		46.00	
Personal		1,706.46	
Real Estate		<u>48,251.25</u>	50,003.71
1962 Poll		14,356.00	
Personal		288,763.89	
Real Estate		<u>3,701,058.43</u>	4,004,178.32

MOTOR VEHICLE EXCISE:

1956	\$	57.84	
1957		17.84	
1958		62.02	
1959		150.31	
1960		781.83	
1961		64,971.49	
1962		<u>525,214.63</u>	591,255.96

APPORTIONED SEWER:

1961 (added to taxes)	\$	362.00	
1962 (added to taxes)		10,753.89	
(paid in advance)		<u>4,487.94</u>	15,603.83

APPORTIONED SIDEWALK:

1961 (added to taxes)	\$	8.00	
1962 (added to taxes)		2,249.88	
(paid in advance)		<u>1,099.14</u>	3,357.02

APPORTIONED STREET:

1961 (added to taxes)	\$	334.78	
1962 (added to taxes)		19,059.90	
(paid in advance)		<u>12,185.57</u>	31,580.25

WATER BETTERMENT:

1962 (added to taxes)	\$	95.31	
(paid in advance)		<u>114.00</u>	209.31

WATER:

1961 (added to taxes)	\$	685.52	
1962 (added to taxes)		<u>13,800.16</u>	14,485.68

WATER RATES GENERAL:			211,263.63
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REPORT OF CITY TREASURER AND COLLECTOR

FARM ANIMAL EXCISE:		\$	14.88
COMMITTED INTEREST:			
1961	\$	287.43	
1962		<u>13,232.25</u>	13,519.68
GENERAL INTEREST:			
Taxes		1,478.26	
Motor Vehicle Excise		1,056.38	
Assessments		<u>59.26</u>	2,593.90
COLLECTOR'S RECEIPTS:			2,340.10
MUNICIPAL LIEN CERTIFICATES:			1,743.00
BETTERMENT RELEASES:			39.00
DEPARTMENTAL-ACCOUNTS RECEIVABLE			
ESTATE OF DECEASED PERSONS:			1,749.13
HEALTH DEPARTMENT - TUBERCULOSIS:			466.85
MEMORIAL BUILDING RENTAL:			3,429.95
POLICE DEPARTMENT - AMBULANCE:			2,822.05
PUBLIC WELFARE DEPARTMENT:			
Aid to Dependent Children		15,722.90	
Disability Assistance		20,160.50	
General Relief		3,998.72	
Medical Aid to the Aged		77,667.34	
Old Age Assistance		<u>58,451.98</u>	176,001.44
PUBLIC WORKS DEPARTMENT:			
Care of Trees		1,278.91	
City Hall Rental		1,050.00	
Driveway Deposit		210.23	
Highway Repair		70.00	
Hydrant Rental		11,560.00	
Private Sewer		2,572.05	
Traffic Beacons		376.11	
Water Inside Service		<u>568.07</u>	17,685.37
SCHOOL DEPARTMENT:			
Rentals		35.00	
Tuition		<u>685.00</u>	720.00
VETERANS' BENEFITS AND SERVICES:			16,484.32
WIRE DEPARTMENT:			<u>78.48</u>
TOTAL RECEIPTS:			<u>\$5,161,805.24</u>

REPORT OF FIRE DEPARTMENT

To the Honorable Mayor and Board of Aldermen,
City of Melrose 76, Massachusetts.

Gentlemen:

I respectfully submit the annual report of the Melrose Fire Department for the year 1962.

Organization

The fire department consists of four companies.

Engine Company #1
Engine Company #2
Engine Company #3
Aerial Ladder #1

Personnel

Chief of Department
5 - Captains
7 - Lieutenants
1 - Acting Master Mechanic
43 - Firefighters

Equipment

Maxim 750 gal. pumping engine		Installed	1958
Maxim 750 gal. pumping engine		Installed	1946
Maxim 750 gal. pumping engine		Installed	1946
Maxim 750 gal. pumping engine		Installed	1953
Peter - Pirsch aerial ladder		Installed	1935
Dodge Rescue truck		Installed	1956
Ford $\frac{1}{2}$ ton pickup truck		Installed	1954
Willys brush fire truck		Installed	1958
Dodge chief's car		Installed	1961
Boat rescue unit fully equipped			
Mack Rescue truck		Auxiliary	
American La France 750 gal. pumping engine		Auxiliary	
Trailer hose wagon		Auxiliary	
Trailer lighting plant		Auxiliary	
All apparatus fully equipped with emergency and fire fighting tools.			

Hose

Number of feet of 2 $\frac{1}{2}$ " hose	10,850
Number of feet of 1 $\frac{1}{2}$ " hose	5,600
Number of feet of booster hose	2,500
Number of feet of forestry hose	1,700
Number of feet of 2 $\frac{1}{2}$ " dump hose	450
Number of feet of 2 $\frac{1}{2}$ " auxiliary hose	2,100
Number of feet of 1 $\frac{1}{2}$ " auxiliary hose	150
Number of feet of auxiliary booster hose	300
All hose tested for 200 pounds pressure.	

REPORT OF FIRE DEPARTMENT

Hose Condemned 1962

Number of feet of 2½" hose	150
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Alarms and Special Calls

Total number of bell alarms	330
Total number of still alarms	295
Total number of emergency calls	240
Total number of false alarms	82
Apparatus called out of the city	72

Apparatus called out of the city

Malden	53
Wakefield	10
Stoneham	6
Saugus	1
Reading	2

Mutual Aid Calls to Melrose

Malden	21
Wakefield	21
Stoneham	10

Inspections

Number of buildings	668
Number of oil burner	302
Number of tank	81
Number of paint, varnish, etc.	53
Number of liquid gas	19
Number of blasting	72
Number of garage	64
Number of incinerator and burning	112

Permits Granted

Storage of oil	192
Class A inflammables	36
Explosives for blasting	31
Liquid - Bottled gas	3

Extinguishers Refilled

Soda & Acid	227
Foamite	14

REPORT OF FIRE DEPARTMENT

Equipment Used

Number of feet of 2½" hose laid	23,200
Number of feet of 1½" hose laid	13,250
Number of feet of forestry hose laid	1,400
Number of feet of ladders raised	2,586
Number of covers used	35
Number of pounds of CO2 used	180
Number of hours light plant on Rescue used	14
Resuscitator & Inhalator used	17
Number of tanks of oxygen used	46
Gas masks	4
Red Cross heart mask	16
Smoke ejector	19
Pounds of oil dri	20
Total pumping hours of apparatus	81
Gallons of booster water	19,944
Scott air pacs	26
Feet of wire	2,670
Gas indicators	18
Door opener	23
Ladder gun	2
Chain saw	11
Lights	47
Electric pumps	567

Fire Loss Buildings & Contents

Number of buildings damaged	37
Value of buildings	688,100.00
Insurance on buildings	1,108,700.00
Loss on buildings	115,055.70
Insurance paid on buildings	115,055.70
Value of contents	379,800.00
Loss on contents	59,987.68
Insurance paid on contents	59,987.68
Total fire loss-buildings & contents ...	167,548.38

REPORT OF FIRE DEPARTMENT

Special Works 1962

Awning fires	6
Auto fires	22
Auto accidents	6
Brush fires	159
Building fires	11
Boy in pond	3
Boy trapped in bathroom	2
Careless smoking	7
Children with matches	5
Contact cement fires	2
Cotton picking machine	2
Depot roof fire	2
Divan fire	3
Dump fires	18
Electrical fires	26
Food on stove	6
False alarms	82
Flooded cellars	629
Frozen sprinklers	7
Fireman collapsed (on duty)	1
Garage fires	4
Gasoline tank leaks	3
Gas leaks	11
Gas stove explosion	5
Gas heaters	1
House fires	20
Heart cases	16
Investigations	57
Incinerators	64
Ice & snow *slate from roof	2
Lightning	5
Man trapped under car	1
Man electrocuted	1
Needless	22
Oven fires	8
Overheated water heater	4
Oil burner fires	38
Peat moss fires	9
Plumbers torch	2
Presto-lite tank	1
Paint spray gun	1
Rubbish fires	34
Sprinkler trouble	8
Thawing pipes	4
Television fires	3
Unlock auto	15
Water leaks	14
Washing machine fires	5
Woman fall down	7

REPORT OF FIRE DEPARTMENT

Fire Prevention Program

Fire prevention, as always, is well planned and efficiently carried out throughout the year. Again this year through the combined efforts of the Chamber of Commerce and the Fire Department, the bonfire of Christmas trees at Ell Pond stressed very emphatically to the several hundreds attending the need for fire prevention during the festive season. As is the custom of the fire department, lectures and demonstrations of fire prevention were given not only in the schools but also in different fraternal and industrial organizations as well. Fire is a necessary evil but through fire prevention programs many persons can learn to use it and control it.

Civil Defense Program

Civil Defense Auxiliary Fire Department again this year has augmented the regular department during several occasions. Many services were also rendered to the citizens of Melrose. Their untiring efforts have given the people of this city a valuable asset. The Auxiliary Fire Dept. has my sincere appreciation as well as that of the Director of Civil Defense, Mr Robert Wilson. We both are proud of this organization.

Conclusion

I desire to express my thanks and appreciation to his Honor, the Mayor, to the Honorable Board of Aldermen, and to all other departments for their assistance in all matters pertaining to the Fire Department. To the officers and men of the department who rendered efficient service at all hours of the day and night, I wish to extend my sincere thanks.

Respectfully submitted,

Sidney C. Fiel
Chief of the Department

REPORT OF LAW DEPARTMENT

To the Honorable the Mayor
and the Honorable Board of Aldermen
of the City of Melrose

Gentlemen:

Herewith is submitted the Report of the Law Department of its doings during the calendar year 1962.

A principal part of the day to day work of the Law Department has, as in the past, consisted of meetings and conferences with various department heads, including the several committees of the Board of Aldermen and the Mayor, and the research and writing of opinions requested by various departments and the telephonic legal advice given. The subjects involved cover pretty much the entire field of municipal law, including this year, because of the state-wide re-count in the contest for Governor, attendance at the re-count of votes.

Claims against the City due to alleged defects in public ways, blasting operations and other such functions of the City have been common and have either been compromised, defended in Court or otherwise disposed of. There are a number of such matters pending.

There are several actions by the City in behalf of the Collector and the Welfare Department which are presently pending.

There are several appeals to the Appellate Tax Board for real estate tax abatements which will be heard early in 1963.

Several claims for damages for land takings are presently pending.

The writer has had the complete cooperation of all departments.

Respectfully submitted,

A handwritten signature in dark ink, reading "Thomas J. McCardle". The signature is written in a cursive, slightly slanted style.

Thomas J. McCardle
City Solicitor

REPORT OF THE MEMORIAL BUILDING TRUSTEES

To His Honor the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Mass.

Gentlemen:

The Trustees of the Memorial Building submit herewith their Annual Report for the year 1962.

Since the last Annual Report, many interior and exterior improvements have been made to the building. The north lawn has been graded and reseeded, and a large elm tree that was causing damage to gutters, drains, etc., was removed. Much needed pointing of masonry was done during the summer months. Ten (10) new windows have been made to replace rotted upper roof windows on the south side and these new windows are in the process of being installed at this writing. A new roof is necessary however, before any interior painting can be accomplished.

The Slayton Memorial Organ has been completely reconditioned and tuned by factory trained men of the Austin Organ Co., of Hartford, Conn., the builders of the Organ. The delightful Echo Organ, out of commission for several years, is now in operation, and the whole organ is presently in the best condition since it's installation, 43 years ago.

New covers have been made for the two pianos now in the main auditorium and the stage wing curtains cleaned. The stage flooring and the lower floor banquet area have been sanded and refinished and the two large settees in the lower foyer have been reupholstered and refinished. The ladies' lounge has been modernized by the installation of new light fixtures, mirrors, dressing room shelves, window drapes and a new rug. Upstairs in the G. A. R. rooms a new rug has been purchased and two large clocks cleaned and electric movements installed. Fifteen badly needed folding banquet tables were purchased, these tables though used, are in excellent condition, and an additional sump pump has been installed in the boiler room to prevent any further flooding of the basement.

A new leaser of the building is the Polymnia Choral Society, who are now using our excellent stage facilities for their rehearsals and concerts. In addition to the weekly or once a month use of the building by such groups as the Melrose Orchestral Society, Church, Veterans, Senior Citizens, dancing and piano classes, recitals, organ concerts, etc., the Hall has opened it's doors to the Melrose High School Championship Hockey and Basketball Banquet, Urban Renewal Hearing, Masonic Fund Drive Banquet, and several other engagements of this kind.

REPORT OF THE MEMORIAL BUILDING TRUSTEES

Mr. Clifford A. Somerville has replaced the late Leslie B. Ellis as a member of the Board, and on November 1st, 1962 the Board of Trustees appointed Philip B. Harding to serve as Recording Secretary, in place of Blanche E. Nickerson who retired.

In conclusion, it is the desire of the Trustees in the near future to further improve the services of the building to renters by constructing a canopy over the north entrance platform to match the present one on the south side, also to build a modern kitchen in the northeast corner of G. A. R. Hall where civic and other groups could hold their weekly meetings and luncheons.

FINANCIAL STATEMENT

SALARIES & WAGES

Appropriated	\$6998.08	
Expended	<u>6601.40</u>	
Balance		\$ 396.68

OTHER EXPENSES

Appropriated	\$6500.00	
Expended	<u>4901.52</u>	
Balance		\$1598.48

CAPITAL IMPROVEMENTS

Appropriated	\$2000.00	
Holdover	<u>1951.45</u>	
	<u>3951.45</u>	
Expended	<u>1407.55</u>	
Balance		\$2543.90

Respectfully submitted

TRUSTEES OF THE MEMORIAL BUILDING.

Joseph V. Cefalo

Chairman

REPORT OF PARK COMMISSION

To His Honor, the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Park Commission respectfully presents the Fifty-third Annual Report of the Park Department for the year 1962.

It includes detailed reports and financial statements of all accounts compiled by Superintendent of Parks Sidney C. Field, Jr. and Director of Recreation Elburt P. Fletcher.

The Commission is happy to note total receipts of \$58,415.25 from golf at Mt. Hood representing a record increase of \$7,440.15 as compared with the previous year, also a substantial increase in the number of Melrose residents enjoying the course.

No doubt much of this new business may be attributed to the extensive improvements completed at Mt. Hood which include:

- 1 - Rebuilding of the 2nd, 8th, 12th, 14th and 15th Tees, requiring approximately 20,000 square feet of sod.
- 2 - Building new ramp from 14th green to 15th tee.
- 3 - Paving of road from clubhouse to Fish and Game Club property, approximately 1500 feet.
- 4 - Notable improvements at other park areas:
 - a - Complete renovation of football field at High School.
 - b - Complete renovation of Little League Field on Tremont Street.
 - c - Paving of tennis courts at Lincoln School.
 - d - Added lights for night skating at Ell Pond Rink.
 - e - Renovation of baseball field at High School started for completion in Spring of 1963.

Great progress was made on reclaiming the remaining swamp area at Ell Pond through hearty support of the Mayor, the Board of Aldermen and the Public Works Department, and a football practice field that will need extensive improvement was made available on the east side of the Knoll.

Financial support from the School Department made possible the new asphalt track at the High School.

REPORT OF PARK COMMISSION

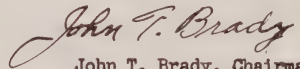
All the areas in the city and facilities for sports and other forms of recreation were especially well utilized during good weather conditions.

In December, the resignation of Harold W. Poole as Chairman of the Commission, after 14 years of outstanding service to the city in that capacity, was accepted and his suggestion of a rotating system to govern selection of a chairman from year to year was adopted. John T. Brady was elected to succeed him as chairman. The other members are: John H. Kelly, Edgar A. Perry, Harold W. Poole, and Kenneth G. Swindell, Secretary.

In their behalf, may I express to the Honorable Mayor and the Board of Aldermen, the Public Works Department and the School Department appreciation of their cooperation and the loyal service of all Park Department employees.

Respectfully submitted,

for the
MELROSE PARK COMMISSION

A handwritten signature in cursive script that reads "John T. Brady".

John T. Brady, Chairman

REPORT OF PARK COMMISSION

Mr. John T. Brady, Chairman
and Members of the Melrose
Board of Park Commissioners

Gentlemen:

I hereby submit to the Park Commission my Annual Report for the year 1962, together with the financial statement which is part of the report of the Park Department.

1962 ANNUAL REPORT

During the Spring and Summer months the Little League fields were in constant use, and the Athletic Field was used two to three nights per week by an older group.

In the Fall the Recreation Department made use of Ell Pond area for a Little League Football field, and the Athletic Field was used as usual for High School Football.

The Winter months of 1962 found skating to be the most popular outdoor pastime of local residents. Due to excellent weather conditions it was possible to have almost continuous skating from January 1st until March 1st. Once again in December the weather man obliged and the "Thin Ice" signs were removed from all areas by the 20th of the month.

Due to the small amount of snowfall the ski tow saw little use but on the occasions that it was used there was an enthusiastic group on the slope.

TOTAL NUMBER OF SPORTS' DAYS

Skating - Coasting - Siding

Common Playground Area	33 Days
Conant Playground Area	33 Days
Ell Pond	32 Days
Ell Pond Rink	42 Days
Lebanon Playground Area	26 Days
Lincoln Playground Area	35 Days
Messenger's Playground Area	14 Days
Pond No. 1 - Mount Hood	41 Days
Pond No. 2 - Mount Hood	37 Days
Pond No. 3 - Mount Hood	31 Days
Coasting No. 1 Fairway	32 Days
Ski Tow - (9 Afternoons, 8 Evening	17 Sessions

Due to vandalism in 1962 a great many man hours were used which would have been used to greater advantage in the maintenance of our Course and Playgrounds. It is hoped in the future, through the co-operation of the citizens of Melrose, that this waste can be avoided.

REPORT OF PARK COMMISSION

PARKS AND PLAYGROUNDS

Tryouts for the Little League were held in the Fall of 1962 on Conant, Hesseltine, and the Common. The above areas were maintained regularly for all Little League Baseball, and other games from May through September.

The Little League Play-Offs were held at the Connant Field and they had a fine turnout of eager fans and parents.

The Easter Sunrise Services were held at both Ell Pond Knoll and Mount Hood Park with several hundred youths and adults in attendance.

The Ell Pond Little League field was regraded once again this Fall and should be ready for play in the Summer of 1963. Also, in the Ell Pond area another practice football field has been started, and should be ready in the Fall of 1963.

If our present land reclaiming project continues at present rate, the Ell Pond area should be completed in 1966.

Added interest in tennis was quite evident at all the existing courts and a concerted effort is going to be made to improve our courts and also to add new facilities.

ATHLETIC FIELD AND FIELD HOUSE

MAINTENANCE AND OPERATION

The remainder of the rubberized asphalt track at the High School was completed by the School Department and should, when lined, add a great deal to the appearance of this area as well as being an excellent running track.

Repairs were made to the Football field and considering the fact that eight games were played on the field during wet weather, the results were very satisfactory. Further improvements will be necessary in 1963 but we feel that in a few years that this will be one of the best fields in this area.

In the Fall of 1962 work was started on the practice field along the Parkway but due to weather conditions will not be completed until the Summer of 1963.

The Melrose High School Commencement exercises were again held outdoors. This has proved to be a much better location than the Auditorium for Graduation.

REPORT OF PARK COMMISSION

The Y.M.C.A. Youth Service Day was held in May.

The Firemen's Carnival was held at the Knoll September 7 - 8

Pop Warner Football Game November 24

Santa's Parade December 1

MOUNT HOOD PARK AND GOLF COURSE

During the winter months when conditions were suitable, the Park was a busy place. Not only did the young people take advantage of the sports areas, but many adults and spectators.

The Easter Sunrise Service of the Youth Council of Churches was held at Slayton Memorial Tower at 5:30 A.M. on April 22.

Some of the roads and parking areas in this Park were patched in the summer. It is hoped that the Road to Slayton Memorial Tower can be completed next year.

On October 26 a 2.6 mile Cross-Country Course was laid out for the High School Middlesex Cross-Country League. Due to inclement weather this event was postponed to October 29. Runners from many cities and towns (approximately 100 boys) took part in this Annual Event.

On the Golf Course thousands enjoyed this type of recreation.

The Golf Course opened the 1st of April and closed after a very successful season on the 10th day of December.

The number of Rounds of Golf played were 83,082 against 71,567 in 1961.

The Tee Mat program appears to be saving a great deal of wear and tear on the Tees and will be continued in the future.

The 2nd, 8th, 12th, 14th, and 15th Tees were resodded in 1962 and made play a great deal more enjoyable. Plans for 1963 include the renovation of the 5th, 9th, 12th and 18th Tees.

A Fairway fertilization program is to be started in 1963, and it is hoped that this endeavor will make "Golfing" at Mt. Hood more enjoyable for Melrose residents.

REPORT OF PARK COMMISSION

SOURCE OF REVENUE

Caddie Badges	\$.25
Daily Golf	45,731.00
Electricity	128.72
Fireplace Permits	13.00
Gasoline Tax Refund - State	66.72
Hall Rentals	1,853.75
Locker Keys	1.50
Locker Rentals	510.00
Leases: Northeast Airlines	225.00
F.A.A.	500.00
Refund Service Agreement(Burner)	53.31
Sale of Junk	260.83
Ski Tow	443.50
Subscriptions	11,995.00
Telephone Commissions	55.71
Transient Locker, Soap, Towels	179.25
Dispenser, Ladies Room	1.50
Total	<u>\$62,019.04</u>

C O N C L U S I O N

I wish to extend sincere thanks to His Honor, the Mayor, to the Honorable Board of Aldermen, the Park Commission and all City Department Officials, and their respective staffs, for their willing co-operation and assistance.

To the men and personnel of the Department, I also extend my sincere thanks.

Respectfully submitted,

Sidney C. Field Jr.

Sidney C. Field, Jr.
Superintendent

REPORT OF PARK COMMISSION

FINANCIAL STATEMENT

General Administrative - Salaries and Wages

Appropriation	\$11,946.00
Appropriation Transfer from "Mt. Hood Memorial Park Receipts"	5,000.00
Appropriation	<u>1,262.66</u>
	\$21,208.66
Expenditures:	
Payrolls	<u>\$21,208.66</u>

General Administrative - Other Expenses

Appropriation	\$ 740.00
Expenditures:	
Hardware	.89
Box Rent - Postage	\$ 18.00
Telephone	292.80
Laundry	.60
Repair and Maintenance Office Equipment	8.50
Office Supplies	57.11
Subscriptions	3.50
Dues and Memberships	6.00
Furniture and Fixtures	33.00
Office Machine-Adding Machine	<u>165.00</u>
	\$ 585.40
Unexpended Balance	<u>\$ 154.60</u>

Athletic Field and Field House - Maintenance and Operation

Appropriation	\$ 2,200.00
Expenditures:	
Advertising	\$ 4.90
Electricity	19.64
Repairs and Maintenance-Building	232.18
Water	196.26
Fuel	70.58
Cleaning Supplies	-0-
Paint & Paint Supplies	52.84
Hardware & Electrical Supplies	23.51
Agricultural and Botanical Supplies	<u>116.82</u>
Lumber	190.99
Water Boxes and pipes	22.73
Hired Equipment	693.62
Athletic Supplies	93.13
Loam	116.50
Fences	163.48
Police Officers	<u>84.00</u>
	\$ 2,081.18
Unexpended Balance	<u>\$ 118.82</u>

Athletic Field and Field House - Salaries and Wages

Appropriation	\$ 6,010.00
Expenditures:	
Payrolls	\$ 5,993.62
Unexpended Balance	<u>\$ 16.38</u>

REPORT OF PARK COMMISSION

All Other Expenses:

Appropriation \$ 7,500.00

Expenditures:

Advertising	\$ 3.92
Printing	58.80
Electricity	197.66
Hired Equipment	238.22
Welding	14.40
Repair-Motor Vehicles	350.82
Repair-Office Machine	10.92
Repair & Maintenance-Building	237.60
Water	223.45
Fuel Oil	646.27
Gas, Oil, etc.	544.95
Tires and Tire Repair	212.86
Batteries	35.90
Auto Parts and Accessories	344.91
Cleaning Supplies	15.87
Paint & Paint Supplies	257.68
Electrical Supplies	71.84
Small Tools	101.12
Hardware	136.62
Subscriptions	11.70
Recreational Supplies	936.12
Loam and Sand	38.61
Agricultural & Botanical Supplies	552.56
Badges	32.50
Lumber	371.11
Concrete Blocks	3.84
Dues and Memberships	8.00
Medical Services	35.00
Insurance-Auto	264.91
Fences, Landscaping	375.00
Recreational Supplies	181.71

Unexpended Balance \$ 6,511.87
\$ 985.13

All Other Salaries and Wages

Appropriation \$38,160.00

Expenditures:

Payrolls	\$37,505.33
Unexpended Balance	654.67

Christmas Lighting

Appropriation \$ 200.00

Expenditures:

Salaries and Supplies	\$ 109.69
Unexpended Balance	\$ 90.31

REPORT OF PARK COMMISSION

Golf Maintenance and Operation

Appropriation Transfer from "Mt. Hood Memorial Park Receipts"	\$15,000.00
Appropriation Transfer from "Mt. Hood Memorial Park Receipts"	28,378.00
	<u>\$43,378.00</u>

Expenditures:

Salaries and Wages	\$25,211.00
Starter Fees	1,085.00
Police	20.00
Advertising	37.04
Printing	10.00
Electricity	140.17
Laundry	78.85
Rental Equipment	721.93
Auto Repairs	166.14
Repair-Office Machinery	11.40
Repair-Building	141.63
Repair-Fireplaces	278.40
Water	10.12
Office Supplies	4.77
Gas, Oil, etc.	576.33
Tires and Tire Repair	247.33
Automotive parts and Accessories	650.46
Cleaning Supplies	3.12
Paint and Paint Supplies	48.24
Electrical Supplies	7.12
Small Tools	292.94
Hardware	60.36
Subscriptions	11.91
Loam and Sand	2,315.48
Agricultural and Botanical Supplies	1,667.29
Lumber	114.12
Water Boxes, pipes, etc.	352.69
Insurance-Automobile	340.94
Insurance-Bond	42.00
Landscape	120.00
Tees	337.09
Ramps	1,104.49
Golf Supplies	1,244.42
Golf Repair and Maintenance	4.14
	<u>\$37,456.92</u>

Balance to Revert Back to "Mt. Hood Memorial Park Receipts"	\$ 5,921.08
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Golf Tees

Held Over from 1961	\$ 1,150.62
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Expenditures:

Loam and Sand	\$ 470.31
Payrolls	659.85
	<u>\$ 1,130.16</u>
Unexpended Balance	\$ 20.46

Holiday-Labor Vacations

Appropriation	\$4,240.00
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Expenditures:

Payrolls	\$ 4,240.00
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REPORT OF PARK COMMISSION

New Equipment

Appropriation \$ 5,500.00

Expenditures:

Two (2) Playground Slides	\$ 484.30
Ford LCG Tractor - Replacement	1,994.00
Power Roller	315.00
One (1) 60" Rotary Sweeper	384.00
Resurface Tennis Courts-Lincoln School	322.36
Rebuild and Re-seed Football Field-Athletic Field	2,000.00
	\$ 5,499.66
Unexpended Balance	\$.34

Operation Recreation Building

Appropriation Transfer from "Mt. Hood Memorial Park Receipts" \$ 8,860.00

Expenditures:

Salaries and Wages	\$ 5,904.08
Fuel Oil	751.02
Janitor's Supplies	431.58
Piano Tuning	12.00
Electricity	261.64
Repairs-Building and Fireplace	485.72
Paint and Paint Supplies	35.35
Electrical Supplies	6.21
Hardware	3.10
Dry Cleaning	29.00
Crushed Stone	7.75
	\$ 7,927.46
Balance to Revert Back to "Mt. Hood Memorial Park Receipts"	\$ 932.54

Out-of-State Travel

Appropriation \$ 150.00

Unexpended Balance \$ 150.00

Sid. Tow - Maintenance and Operation

Appropriation Transfer from "Mt. Hood Memorial Park Receipts" \$ 1,890.00

Expenditures:

Salaries and Wages	\$ 873.36
Supplies and Repairs	260.42
	\$ 1,133.78
Balance to Revert Back to "Mt. Hood Memorial Park Receipts"	\$ 756.22

Tar Roads and Walks - Mount Hood Park

Appropriation \$ 500.00
 Held over from 1961 1,650.85
\$ 2,150.85

Expenditures \$ 1,883.36
 Unexpended Balance \$ 267.49

REPORT OF PARK COMMISSION

Mr. John T. Brady, Chairman
and Members of the Melrose
Board of Park Commissioners

Gentlemen:

I hereby submit to the Park Commission my Annual Report for the year 1962.

- 1962 ANNUAL REPORT -

The most significant new development during the year was the organization of a city-wide Senior Citizens Club, arrangements for regular monthly meetings in G. A. R. Hall in the Memorial Building, and establishment of a well-planned program of activities that included bus trips to Brockton Fair, Canobie Lake, fall foliage trip through New Hampshire, plus monthly programs of entertainment. The club membership is well over 200, and we hope to double that number in the coming year.

Use of a bus for inter-playground transportation to replace an open truck was recognized as an acute necessity and purchase of such equipment is most earnestly recommended.

During the summer months, it became necessary to regulate traffic on the Parkway tennis courts and limit play exclusively to Melrose residents. This program of supervision and maintenance will be continued.

Melrose is now transporting an average of more than 400 children per day to the M. D. C. Stoneham Pool, during the summer months where they are subjected to overcrowded conditions and long-waiting lines.

In view of this situation, likely to become more acute, thoughtful study of utilizing the M. D. C. bathing facilities at the Breakheart Reservation is respectfully recommended.

I would like to express my sincere appreciation to His Honor Mayor Lloyd, the Honorable Aldermen, members of the Park Commission, Public Service Departments, and the many interested citizens who gave their time and effort in the promotion of recreation.

Respectfully submitted,

Elbert P. Fletcher

Director of Recreation

REPORT OF PARK COMMISSION

- RECREATION ACTIVITIES AND EVENTS FOR 1962 -

1. Boys' Inter-Church Basketball League.
2. Girls' Inter-Church Basketball League.
3. Boys' Pee Wee and Bantam Ice Hockey League.
4. Melrose Hickory Hawk's ski classes.
5. Adult indoor archery classes.
6. Junior indoor archery classes.
7. Summer playground season (male and female instructor on six playgrounds, female on one area. These playground supervisors are qualified to teach most active and passive games; provide interesting daily programs for all age children. More equipment is being provided to give your youngster a wider variety in his choice of recreation.
8. Indoor ice skating program, Halloween and Christmas party.
9. Melrose Community Players.
10. Tennis program of instruction.
11. Summer daily handcraft program at Coolidge School.
12. Operation of buses to and from M.D.C. Pool in Stoneham
13. Men's Municipal Softball League.
14. Adult and Junior outdoor archery program.
15. Pee Wee and Bantam contact football.
16. July 4 and Halloween observance.
17. Doll carriage, bicycle, and costume parade.
18. Pet Show.
19. Junior Stamp Club.
20. Women's Bowling League.
21. Stagemobile (Staged by Boston Children's Theater)
22. Senior Citizens Club of Melrose.
23. Program for retarded children.
24. Coin Club.

REPORT OF PARK COMMISSION

- STUDY OF PLAYGROUND ATTENDANCE -

<u>PLAYGROUND</u>	<u>TOTAL ATTENDANCE</u>	<u>DAILY AVERAGE</u>
Common	9,664	230.0
Conant	4,260	101.4
Gooch	4,122	98.1
Hesseltine	6,751	160.7
Lebanon	4,410	105.0
Lincoln	4,729	112.6
Messengers	5,553	132.2

- COMPARATIVE DAILY AVERAGES -

<u>PLAYGROUND</u>	<u>1960</u>	<u>1961</u>	<u>1962</u>
Common	230.7	270.9	230.0
Conant	82.5	94.7	101.4
Hesseltine	130.7	121.3	160.7
Gooch	93.2	111.5	98.1
Messengers	100.2	106.5	132.2
Lebanon	75.8	89.9	105.0
Lincoln	106.8	88.9	112.6

- HANDCRAFT SHOP ATTENDANCE -

1960	Daily Average	52.0
1961		58.4
1962		106.0

- BUSES TO M.D.C. POOL 1962 -

Daily Average - 450-500 for forty-five days

REPORT OF PARK COMMISSION

- FINANCIAL STATEMENT 1962 -

SALARIES & WAGES

Appropriated	\$8,180.30
Expenditures	\$7,986.53
Balance	193.77

OTHER EXPENSE

Appropriated	\$4,300.00
Expenditures	\$4,182.55
Balance	117.45

CELEBRATIONS

Appropriated	\$ 750.00
Expenditures	\$ 699.56
Balance	50.44

BUSES TO SWIMMING POOL

Appropriated	\$1,800.00
Expenditures	\$1,564.00
Balance	236.00

DIRECTOR'S OUT OF STATE TRAVEL

Appropriated	\$ 150.00
Expenditures	\$ 71.35
Balance	78.65

RETARDED CHILDREN'S PROGRAM

Appropriated	\$ 500.00
Expenditures	\$ 269.28
Balance	230.72

REPORT OF PERSONNEL BOARD

To His Honor the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Personnel Board respectfully submits the Annual Report for the year 1962, in accordance with the provisions of Chapter 5, Section 39 of the Revised Ordinances.

1962 was the eleventh complete year for the Board in its administration of the Salary Administration Plan. Nicholas P. Flynn and Alden M. Perkins were re-elected as Chairman and Clerk respectively at the annual June meeting. Other members of the Board are Kenneth I. Faulkner, Paul A. Peters and Irving Goldenfield. Mr. Goldenfield was appointed to fill the vacancy caused by Mr. Vogt's resignation of April 17, 1962.

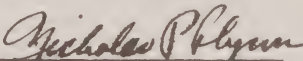
Since the Plan has been in effect, 1010 decisions were made by the Board. During this year, 110 decisions were submitted which included an 8% increase for all employees, effective April 1, 1962; six months and anniversary step rate increases; hiring rate above minimum step; promotions; establishment of new position; credits for reserve patrolmen; change of title; denial and approval of requests for reclassification. In the cases of reclassification which required changes in the Plan, notice was submitted to the Mayor and Board of Aldermen for consideration of the changes.

The Board received the annual "bench mark" job survey made by the Massachusetts Municipal Personnel Boards Association, of which Melrose is a member, showing information from 282 out of the 351 Massachusetts cities and towns. As usual, the Board found this summary interesting and helpful. Surveys were also made by the Board relating to the salary question and other matters that came before the Board.

As in the past, the expense of the Department was minimized by sharing the office space and telephone with the Planning Board.

With the presentation of this report, the members wish to convey their appreciation to the Mayor, Board of Aldermen, Department Heads and City employees for their cooperation during the past year.

Respectfully submitted,


Nicholas P. Flynn, Chairman

REPORT OF PINE BANKS PARK

PINE BANKS PARK

To His Honor the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

As Superintendent of Pine Banks Park I herewith submit the following report for the year 1962.

Pine Banks Park was visited and utilized again this year by many persons both local and out-of-towners. Again this year the demand for fire-places and picnic areas far outnumbered the areas available; on all week-ends and holidays from the first of May until the end of October. These areas are in constant use from 10:00 A.M. until sunset.

Again this year the Park suffered a great amount of vandalism. Many cages were cut open and the occupants released. In October the deer-pen was opened and one of the deer was slain and the carcass removed from the Park.

In December lights were installed in the zoo area thus lighting the whole zoo area in hopes of preventing any more vandalism.

The Main Avenue flower beds were full of colorful and beautiful flowers that were grown from seed in the Park greenhouse and transplanted by the Park employees. These beds were in bloom all during the summer making an attractive entrance to the Park.

Road work was done at the ball-grounds, 1250 feet of roads were black-topped. Two new slides replaced the two slides that were more than twenty years old at the playground. Chain-link fencing was installed along the Main Street side of the ball-grounds and two new chain-link gates were installed at entrances to the Park.

The Massachusetts National Guard used the Park for drills. The Melrose and Malden Y.M.C.A. used the Park for their summer outings and also for summer day schools. Many church and scout groups of both Malden and Melrose used the Park for their family outings.

The lighted soft-ball field and the base-ball fields were in use every evening from May until the end of September. The Malden and Melrose Little Leagues used the fields for their games. Others using the ball-fields for their games include Malden and Melrose base-ball teams, Malden girls hockey and soft-ball teams, Malden cross country track teams, the Melrose Y.M.C.A. base-ball team and St. Mary's base-ball team.

The Blue-Birds of the Melrose Camp-Fire Girls planted a tree at the Park on Arbor Day.

The Park again this Christmas is grateful to the following merchants who donated lolly-pops for Santa Claus to give to the visiting children: Malden Trust Company, Ruderman Furniture Company, One Hour

REPORT OF PINE BANKS PARK

Cleaners, F & P Clothing, Lamson & Davis Hardware and Chisholm Sporting Goods. The Trustees of the Park and its Superintendent wish to thank all these people for making the Christmas season such a success.

At this time I wish to thank my Trustees, my employees, the Malden and Melrose Police and Fire departments, all departments in both cities especially the Malden Auxiliary Police for all the help they gave to the Park in the past year; making it possible for Pine Banks Park to be a favorite recreational center for all to enjoy.

Respectfully submitted,

George F. Cray
George F. Cray
Superintendent

REPORT OF PINE BANKS PARK

PINE BANKS PARK

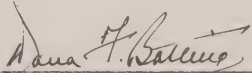
FINANCIAL STATEMENT

Appropriations

City of Malden		
Salaries	\$13,278.18	
Sundry Expenses	<u>4,675.00</u>	
		\$17,953.18
City of Melrose		
Salaries	\$13,278.18	
Sundry Expenses	3,625.00	
Resurfacing Roads	1,000.00	
Playground Equipment	300.00	
Chain-Link Fence	<u>250.00</u>	
		<u>\$18,453.18</u>
Total Appropriations for both Cities		\$36,406.36

Expenditures

City of Malden		
Salaries	\$13,005.64	
Sundry Expenses	<u>4,633.52</u>	
		\$17,639.16
City of Melrose		
Salaries	\$12,752.06	
Sundry Expenses	3,583.50	
Resurfacing Roads	495.71	
Playground Equipment	299.46	
Chain-Link Fence	<u>250.00</u>	
		<u>\$17,380.73</u>
Total Expenditures for both Cities		\$35,019.89
Unexpended Balances		
City of Malden	\$ 314.02	
City of Melrose	<u>1,072.45</u>	<u>\$ 1,386.47</u>
Total Expenditures and Balances		\$36,406.36


Dana F. Batting, Treasurer,
Board of Trustees, Pine Banks Park

REPORT OF PLANNING BOARD

To His Honor the Mayor and
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Planning Board feels that much has been accomplished in 1962, particularly, the completion of the Master Plan Report printed in June, after three years of Preparation and study by the Board and The Planning Services Group of Cambridge, consultants. The recommendations, ideas and comments contained therein will require continued study and should help the citizens of Melrose to recognize and analyze our community problems and find solutions for them. This report is available for distribution to the citizens of the City.

The Board set up a Speakers' Bureau in September so that members would have an opportunity of explaining and discussing the Master Plan Report to members of clubs and organizations concerning Capital Improvements, Land Use, Traffic Circulation and School building. The request for speakers for such meetings has been most gratifying. Several meetings have been held and others scheduled for next year.

Last year a recommendation to the Board of Aldermen was made to amend Chapter 25 of the Revised Ordinances of 1956 to establish new lot area requirements from 6,000 to 7,500 square feet in Residence A and 7,500 to 10,000 square feet in Residence A 1 and to regulate floor area ratio and usable open space. This recommendation was carefully reviewed by many meetings with City Solicitor, City Clerk, Board of Aldermen and other City Officials and members of the Board. On June 20, 1962 an Order was approved and passed by that governing body.

Other recommendations to the Board of Aldermen include:

1. that the City take immediate action to acquire a portion of land located on Myrtle Street, adjacent to Police Station, for parking and exit to street;
2. that Property Valuation Board inform the Planning Board of City owned land contemplated being sold so that the Board would be aware of same when studying certain portions of land for future planning,

these recommendations were approved and passed by that governing body.

3. that a trial period of no parking for sixty days on the southerly side of East Emerson, Upham and Porter Streets be put into effect.

REPORT OF PLANNING BOARD

After a trial period the Board of Aldermen amended Article V of Chapter 19-Section 19-16 (Traffic Ordinance): Prohibiting parking on Emerson Street East, north side from Main Street, a distance of forty feet easterly; south side, from Main Street to Lebanon Street; on Upham Street, south side from Main Street to Lebanon Street. The above amendments were approved and passed on November 19, 1962.

A recommendation to take premises at 139 - 149 West Emerson Street (the old grain building) for public parking was not approved by the Board of Aldermen.

24 Plans Believed Not To Require Planning Board Approval were submitted to the Board, 22 endorsed and 2 returned without endorsement.

In March it was voted to change the procedure for submission of Plans Believed Not To Require Planning Board Approval as follows: "that hereafter all plans must be submitted at a Regular Meeting of the Planning Board". This was due to increasing occurrences by applicants in not complying with certain Board rules and regulations pertaining to such plans.

Regular Meetings of the Board have been held each month throughout the year and Special Meetings held on numerous occasions.

On March 26, 1962 the following officers were elected: Claude L. Hanley, Chairman; Donald L. Conn, Vice Chairman Anna T. Wuest, Clerk; Other members are Robert S. Clark, Merion E. Hartzell, John H. Lane, Paul H. Messer, George W. Newhall and Robert A. Pustell. Mr. Newhall was reappointed by the Mayor for a five year term. Lillian V. Macdonald is Executive Secretary.

A subdivision plan entitled Cricklewood Lane and Laurel Street Extension located on the northerly side of Slayton Road having twelve lots was approved by the Board in May. A Definitive Plan entitled "Indian Hill" was submitted in November and a Public Hearing is scheduled for January of next year.

The southeastern section of the City referred to as the Swains Pond area to the Malden line is now being studied by the Board to prepare for possible future development. The installation of proper drainage and sewer facilities and the establishment of proper street lines and ways are among the immediate pressing problems.

On behalf of the members of the Board may I express their appreciation to the Honorable Mayor and Board of Aldermen, as well as, department and board officials and respective staffs for their fine cooperation during the past year.

Respectfully submitted,

Claude L. Hanley
Claude L. Hanley, Chairman
Melrose Planning Board

REPORT OF POLICE DEPARTMENT

January 10, 1963

To, His Honor, The Mayor and
The Honorable Board of Aldermen,
City of Melrose, Massachusetts.

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of the Revised Ordinances, I respectfully submit the Annual Report of the Melrose Police Department for the Year ending December 31, 1962.

Number of Duty Calls	67,382
Number of Telephone Calls	3,366
Number of Radio Calls	2,495
Number of Ambulance Calls	869

ARRESTS FOR THE YEAR 1962

Offenses against the person:

Assault and Battery	8 Males	0 Females
Assault, Dangerous weapon	1 Male	0 Females
Assault, Indecent	1 Male	0 Females
Threats and intimidation	1 Male	0 Females
Assault to Rape	2 Males	0 Females
Rape	2 Males	0 Females
	<u>15 Males</u>	<u>0 Females</u>

Offenses against the property:

Breaking and entering and larceny	11 Males	0 Females
Larceny	12 Males	3 Females
Damage to property	3 Males	0 Females
Mortgaged property, concealing	1 Male	0 Females
Using motor vehicle without authority	10 Males	1 Female
Arson, Attempt	1 Male	0 Females
Forgery and uttering	1 Male	0 Females
	<u>39 Males</u>	<u>4 Females</u>

Offenses against public order:

Drunkenness	19 Males	2 Females
Traffic violations	184 Males	41 Females
Motor vehicle violations	52 Males	6 Females
Operating motor vehicle under the influence	11 Males	1 Female
Insane	7 Males	3 Females
Illegitimacy	4 Males	0 Females
Non-support	14 Males	0 Females
City Ordinance violations	9 Males	0 Females
Lewdness	0 Males	1 Female
Stubborn Child	1 Male	0 Females
A.W.O.L. Military	1 Male	0 Females
Violation of Probation	9 Males	0 Females
Fugitive from Justice	1 Male	1 Female

REPORT OF POLICE DEPARTMENT

Annual Report - Melrose Police Department

Truancy	2 Males	0 Females
Vagrancy	2 Males	0 Females
Lottery Law, Violation of	2 Males	0 Females
Default Warrant	3 Males	0 Females
Firearms Law, Violation of	1 Male	0 Females
Disorderly Conduct	1 Male	0 Females
	<u>323 Males</u>	<u>55 Females</u>
Arrests on Warrants		57
Arrests without Warrants		<u>440</u>
		497
Males		433
Females		64
Minors		28
Delinquents		3
Residents		290
Non-residents		207
Insane Males		7
Insane Females		3
In Court		298
Number of Cases		730
Assisted in arrests		54
Accidents reported		476
Ambulance cases		869
Automobiles stopped and warned		315
Automobiles tagged		2765
Banks inspected		3909
Buildings found open		143
Cases investigated		3627
Dead Bodies		5
Defective streets and sidewalks		1
Defective wires		7
Dogs killed		4
Fire Alarms attended		205
Fire alarms given		24
Fires extinguished without alarm		4
Letters delivered		1389
Lost children restored		35
Notices served		3
Sick and injured persons assisted		227
Street lights reported out		217
Street obstructions reported and removed		15
Summonses served		982
Visits to libraries		173
Water leaks reported		4
Traffic Duty		17,520
Special Messages		375
Extra Duty		251
Dog bites		1
Dead Animals		24
Vacant Houses inspected		3,395

REPORT OF POLICE DEPARTMENT

Annual Report - Melrose Police Department

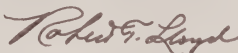
Autos Stolen	18
Autos Recovered	35
Amount of property recovered in City	\$ 146,907
Amount of property stolen in City	15,042
Lost property returned to owner	48,966
Missing persons reported	7
Missing persons located	3
Gas leaks reported	1

I wish to express my appreciation and thanks to His Honor The Mayor, the Honorable Board of Aldermen and all other City Departments for their assistance and co-operation during the year in all matters pertaining to the Police Department.

I also wish to express my thanks and appreciation to the officers and men of this Department who have rendered efficient and loyal service throughout the year; as well as to commend the School Traffic Supervisors for the fine way in which they have handled the school children at the various crossings.

I further wish to commend the Auxiliary Police and the Auxiliary Radio Unit for their co-operation and loyalty in the past year in sacrificing their time to the extent of 178 assignments totalling 1,555 man hours by 36 members of the Auxiliary attending five months training school, and in doing so assisted this Department in many assignments throughout the year.

Respectfully submitted,



Robert T. Lloyd
Chief
Melrose Police Department

REPORT OF PROPERTY VALUATION BOARD

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Property Valuation Board submits, herewith, its annual report for the year 1962. The following parcels of land were disposed of during the year.

<u>Lot No. and Location</u>	<u>Selling Price</u>
Bay State Road - Lot 20	\$ 250.00
Hancock Street - Lots 44-45-46	2,000.00
Heywood Avenue - Lots 85-86-87-89	500.00
Edgemere Street - Lots 131-132 and) Land corner Sylvan Street and Linwood Avenue)	25,000.00
Otis Street - House #45	10,550.00
Penney Road - 4,760 square feet	200.00
Worth Street - land	<u>2,200.00</u>
7 Parcels	<u>\$40,700.00</u>

Respectfully submitted,

Francis A. Zins Howard R. Lane

Stanley S. Bunker
Chairman

REPORT OF TRUSTEES OF PUBLIC LIBRARY

March 7, 1963

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen;

The Trustees of the Public Library submit their annual report for 1962.

The most important event of 1962 was the fulfillment of a long-standing plan for an addition to the old Library building. The detailed narrative appears in the Librarian's report. But no printed word can adequately convey the gratitude of the Trustees for the accomplished fact.

To Mayor Lloyd, whose prudent management made possible a beautiful structure without the necessity of a bond issue, we are deeply grateful.

To the Board of Aldermen, whose wisdom and patience have been remarkable, we extend our sincere thanks.

To the architects, Valtz and Kimberley, Inc., we pay tribute for the translation of many ideas from many sources into an attractive and functional building.

To the contractor, Louis Grande and Sons, Inc., we express admiration and appreciation for a task well done through many months of fair weather and foul.

To the Librarian and her Staff we point with pride. Theirs has been the intimate association with confusion and frustration. Their evident loyalty has accomplished many difficult transitions and their unfailing courtesy to all concerned has kept the Library's service to the community as nearly normal as possible.

The resignation of William L. Carney in December ended eighteen years of membership on the Board of Trustees. Twice he served as Chairman, always he added wisdom and grace to the meetings. His keen understanding of young people and his broad and rich background in the world of books enabled him to make an outstanding contribution to library affairs. He will be sorely missed and happily remembered by his successors.

The Melrose Free Press has been more than generous in reporting the progress of the year's activities and has cooperated on every occasion when sudden events caused interruptions of service.

Sincerely yours,


Chairman of Trustees, 1962

REPORT OF TRUSTEES OF PUBLIC LIBRARY

THE BUILDING ADDITION

By the middle of April, bids on the addition had been received. Mayor Lawrence W. Lloyd and the Architect for Valtz and Kimberley, Inc. had signed the contract, awarded to Louis Grande and Sons, Inc. To provide parking space and width to the lot, the adjacent property to the west was taken and removed.

Bulldozing for the new wing was completed in a few days, wooden walls were put up to close off the outside walls of the Reference Room and the ends of the stacks were boarded up. Then the library was ready for business as usual. Access to the old front entrance was retained until the bricklayers had to close it. A blacktop walk was laid to the rear door from Lake Avenue. Beginning in early September, patrons used the rear door as an entrance. The Children's Room was cut nearly in half by the wall for the new furnace room. Only the central desk and the books on the walls were left. However, 2,000 more books went out from the Children's Room in 1962 than in 1961. For two or three days the room was closed for the wall construction but, during that time, books were returned at the main floor rear door.

Unavoidably rewiring, piping and knocking out plaster has laid a film of dust over books and furniture. However our patrons have been patient and apparently grateful for the continuation of crowded but nearly normal service made possible by the cooperation of the construction men and the cheerful endurance of the staff.

Cold weather struck early before heating was available, making it necessary that the staff work in four-hour shifts for a few days with the library open from 10 A.M. to 5 P.M. Heat was available in the old building by October 8 with the new furnace and service back to "normal".

The exterior of the addition, brick with limestone trim, was practically completed during October. The old front steps were taken out, the wall bricked up and a window opening prepared. In anticipation of landscaping, the grounds were leveled and planters made ready.

By the end of December, the new front entrance was practically completed, ceilings were finished in the new Children's Room, and the walls were nearly ready for painting. Meanwhile the various departments continued to function with increasing curtailment.

CIRCULATION DEPARTMENT: Miss Rhoda M. Parmenter, Circulation Librarian

At the main charging desk 136,023 books were borrowed in 1962. The drop of 1,685 is slight considering the crowded, dusty, and occasionally noisy conditions and the necessary loss of about 85 hours. The contractors are to be commended for keeping our operation as near to schedule as possible. Every one also agrees that the work of the staff has been outstanding.

Shut-in service amounted to 574 bundles or 3,421 books, an increase of 260 books.

Inter-library loan numbered 33 borrowed by us, and 50 loaned by us.

The ceiling projector was sent out several times with 37 titles of books on microfilm.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

Hospital work was given impetus by Miss Phyllis Brown of the Hospital Public Relations office when she planned, with Miss Parmenter, a coffee hour at the Hospital for the volunteers who distribute library books to patients. In attendance were Miss Parmenter, Mrs. Belleau and Miss Anderson of the Library. Real appreciation was expressed to these workers who have increased the circulation of books to patients from 553 in 1961 to 774 in 1962. "Home and Hospital Services of the Library" was the subject of a talk by Miss Parmenter at a professional group meeting on November 6, at the Red Cross Building.

Registered borrowers number 15,686, or over 50% of the population of Melrose. Included are 10,990 adults, 4,696 children and 88 non-residents. This is an active file, for cards are reregistered every three years and outdated ones withdrawn. There were 1,612 new borrowers, 2,519 withdrawn, and 2,429 reregistrations.

Statistics of Circulation:

	1962			1961		
	Adult	Juvenile	Total	Adult	Juvenile	Total
Main Library	136,023	49,711	211,795	137,708	47,628	204,163
Schools		26,061			18,827	
Highlands	16,950	20,901	37,851	16,640	19,267	35,907
East	780	9,801	10,581	1,038	10,394	11,432
Wyoming				677	3,571	4,248
Ward 7	261	3,828	4,089	2,145	4,795	6,940
	154,014	110,302	264,316	158,208	104,482	262,690

ART DEPARTMENT: Mrs. Marion R. Moberger, Art Librarian

Mrs. Julianne Kelly, Art Librarian until June, carried on the work of selecting lists of books and slides and preparing them for borrowing. She demonstrated the resources of the Art Department at both the Mothers' Club and at the Melrose Highlands Woman's Club. She also assisted the members of the Art Study Group which met Wednesday mornings.

Elaine Schofield substituted during the summer months, accomplishing much on the slide collection and on the work with prints and the picture collection. One of her projects was the coordination of book information with slides and prints by noting where references about the pictures can be found. Another was keeping a current bulletin correlating events like Winthrop Hall's trip as Community Ambassador to India, and the Boston Art Festival.

Mrs. Marion Moberger, in September, became head of the Art Department, with a background not only of art study, but also teaching and lecturing experience. Among her important assets are enthusiasm for the collection and a desire to make it known to the people of Melrose.

In her report she pays tribute to the Gendrot Fund which makes our purchases possible. Art book buying during 1962 was reduced because of the crowded and dusty quarters. Slides, more easily stored, were obtained, including American painting, 20th century artists, the frescoes of Michelangelo, others of the great masters, architecture, the Ravenna mosaics, and most recently, a set of items in the Isabella Stewart Gardner Museum.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

With the balance of the money given by the Pond feilde Club for our slide projector, Mrs. Moberger bought a slide sorter, useful in selecting and arranging slides, and a small electric viewer, valuable for use in small groups.

Book reviews, slide lectures, and talks to the Teachers' Workshop, the Highlands Woman's Club, and a group of college students were given.

Circulation from the Fine Arts Department, in addition to approximately 6,000 books on recreation included:

- 1,198 pictures
- 17 small pieces of sculpture
- 218 slides
- 1,894 records.

It has been voted by the Trustees that books from the Gendrot Collection temporarily will not be available for Inter-library Loan.

REFERENCE DEPARTMENT: Mrs. Audrey C. Bergmann, Reference Librarian

Despite new building handicaps which interfered with our work in the Reference Department, we made every effort to perform in some sort of normal fashion. We continued to purchase new reference tools which we felt would help our public. "Who Was Who" in three volumes was added as well as new foreign language dictionaries and annual reference material was kept up to date. Teachers and students seemed to find our pamphlet file attractive and useful. Two important new reference titles have been added: we are holding back the "Concise Dictionary of American History" so that it will appear later without dust between its pages. This is 1 volume containing over 2,200 authoritative articles about every major event in the history of the United States. Also "Interpreters Dictionary of the Bible" which is an illustrated encyclopedia in 4 volumes, has been received.

Our magazine department has grown both in supply and demand. Close to 200 titles are available and more will be considered as the need arises. The magazine "Boston" had a first issue in September. It is published monthly, and as the name implies, it has valuable information about our capital city.

In April a temporary wooden wall cut off a small section of the Reference Room so that we have been operating on make-shift shelves and more and more books had to encroach on the all-too-few tables. Students did not diminish their attempts to use the tables and the books so that on a busy afternoon or evening the room gave the appearance of an obstacle race.

189 new books were added during the year to the young people's collection of reading for pleasure, and the collection is worthy of being placed in the new Youth Room.

All things considered, we have had a very busy year and are now looking forward to being able to be of even greater service in our expanded areas.

REPORT OF BOARD OF PUBLIC WELFARE

CHILDREN'S DEPARTMENT: Mrs. Frances B. Hjerpe, Mrs. Elizabeth B. Smith,
Children's Co-librarians

Story hours with Mrs. Hjerpe became increasingly popular with the tiny tots on Tuesday afternoons. One day Rev. Arthur Meardon furnished a musical hour with his guitar and group singing. In April the meeting room on the top floor had to be taken over by the catalogers. Suspension of the story hours began a series of curtailments in the Children's Department from stripping the room of tables and chairs to dismantling bookcases and packing away books.

When National Library Week came along, however, Mrs. Elizabeth Smith had 170 new books ready to go on display for the crowds of children to exclaim over and want to read.

The building program gradually absorbed all but a three-foot aisle around the charging desk and eliminated the Junior High room almost completely to make way for the new furnace. The Children's Librarians coped with falling plaster, and films of grey dust. Their motto became "work must go on as usual", and go on it did, in spite of hammering on pipes, nearly drilling through stone, the noise of ear-splitting machinery, icy blasts from doorless doorways and heatless days.

Some reference work without tables and chairs was carried on, 37 deposits of books were sent to individual teachers and schools, and the usual 20-book deposits were sent out to each second, third, fourth, and fifth grade classrooms. These deposits moved along every two months. This means that each child in his own classroom saw or read one hundred books on this rotating system.

Scouts were tested at the library for reading merit badges; lists of books were prepared for camp instructors, for students, and for teachers.

The Children's Librarians attended meetings with their colleagues at Belmont, Lexington, Medford, and Everett. Under discussion were book selection policies, pre-school story hour techniques, 7th and 8th grade book selection guidance, room discipline and summer reading programs.

Circulation of books, in spite of partial closing for several days, actually increased over that of 1961.

Some figures (Children's Department):		<u>1962</u>	<u>1961</u>
Main Desk		49,711	47,628
Highlands		20,901	19,267
East Side		9,801	10,394
Wyoming		-----	3,571
Ward 7		3,828	4,795
School Deposit Total		22,800	16,669
School Total (Main Desk)		<u>3,261</u>	<u>2,158</u>
Juvenile Grand Total		110,302	104,482

REPORT OF TRUSTEES OF PUBLIC LIBRARY

CATALOG DEPARTMENT: Mrs. Margaret M. Lorenz, Cataloger

The Catalog Department was the first to be moved to make way for tearing down walls. From the tiny Catalog Room the work was shifted to the top floor Lecture Room. This spacious, sunny, airy spot has proved so satisfactory that the staff declares efficiency has already improved.

During the year 2,414 adult books were purchased and processed, and 1,240 juvenile books. However, these had to supply the Main Library, Highlands Branch, and Winthrop and Ripley School Branches. Gift books numbered 185. In the adult department 603 books were withdrawn and 148 were discarded from the Children's Department. The total book stock at the end of the year numbered 83,031 - 60,760 adult, 22,271 juvenile.

In addition to regular cataloging duties, Mrs. Lorenz reported much work done on the Melrose Historical File. Items have been mounted, or enveloped for preservation, with an index to facilitate location. Donations are welcomed - letters, clippings, maps, early advertisements, programs, biographical material - anything of that kind that pertains to Melrose interests. This material may be studied only in the building.

HIGHLANDS BRANCH: Mrs. Genieve R. Hanks, Highlands Branch Librarian

The Highlands Branch Library has been the recipient of many items from the Main Library as the space there gradually diminished in making way for construction. Items in the basement ranged from hundreds of books of fiction to be restored to circulation in the Main Library new space later, to old tables, chairs, and shelves. A number of needed chairs, tables and shelves have helped the furnishing of the Highlands children's department and main adult room.

Summer Reading Club was especially successful with about forty children reporting on the required ten books. Certificates and small gifts were awarded.

Some of the Main Library patrons found it desirable to transfer their business to the Highlands as conditions became progressively more inconvenient at the Main Library. 1,634 more children's books and 310 more adult books went out in 1962 than in 1961.

BRANCHES IN SCHOOLS: Miss Barbara G. Mason, Supervisor

Mrs. Evelyn Kehoe of the East Side Branch in the Winthrop School circulated 10,581 books of which 9,801 were juvenile.

For the Ward 7 area at the Ripley School, with the cooperation of the principal, Miss Ethel L. Benson and the School Department, the librarians set up a temporary collection of books in the corridor for the elementary children. In January Mrs. Hjerpe attended a PTA meeting at the Ripley School to explain this facility. Over 4,000 books were borrowed during the school year.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

PERSONNEL

Mrs. Julianne Kelly, Art Librarian from September, 1961 to June, 1962, left for Pennsylvania where her husband's work was to be. She had worked continuously to interest people in our growing art collection.

Mrs. Marion R. Moberger became Art Librarian September 1, 1962. Her training in art work was at the Massachusetts College of Art, together with courses in commercial design and history of art. She has also done some teaching and lecturing in the art field.

Edwin W. Allen, Custodian from 1947 to October 23, 1962, came under the law on compulsory retirement. His devotion to the library and the interests of the staff have been outstanding and highly appreciated. His humor and good nature enlivened the daily routine.

Charles J. Divver succeeded Mr. Allen for a month and a half, after which he accepted a previous commitment at the Police Department.

Albert V. Davis, very well qualified for the work, accepted the position and began as Building Custodian December 1, 1962.

AT THE LIBRARY

The North Shore Library Club met at the Melrose Library in March.

At the Library also there was a series of extension classes in management given as part of the Middlesex County Extension Program.

Other groups that met at the Library were: Great Books, Junior Classical League, Pond feilde Club, Community Ambassador Selection Committee, and the Art Study Class.

CONTACTS WITH OTHER LIBRARIANS

Mrs. Bergmann is a member of a regional Young Adult's Librarians group which met in 1962 at Lexington, Arlington, Winchester and Wakefield. The Children's Librarians had group meetings at Lexington, Medford and Everett.

In June, Miss Anderson went to the American Library Association annual conference held at Miami Beach.

Important meetings of the Greater Boston Library Administrators during the year have kept the Head Librarian in touch with library affairs in the whole area around Boston. Many meetings were held for discussion of State Aid and Regional Library development. Preliminary plans are currently being formulated at the State and local levels.

We are grateful to the Melrose Free Press for its generous publication of information about the Library.

Our new addition is the product of the cooperation of many individuals and groups, to whom we express our deep appreciation.

Respectfully submitted,

Helen Anderson
Librarian

REPORT OF PUBLIC WORKS DEPARTMENT

CREDITS AND DEBITS FROM APPROPRIATIONS AND TRANSFERS

	Credits	Debits	Balance Dec. 31, 1962
Salaries and Wages	\$74,003.64	\$72,868.32	\$1,135.32
Other Expenses	3,250.00	3,215.87	34.13
Books and Periodicals	4,000.00	12,415.87	31.57
Dog Tax	2,447.44		
Transfers (Fines)	6,000.00		
Fuel and Light	2,350.00	2,276.44	73.56
Building and Janitor's Supplies	750.00	705.01	44.99
Rent (Highlands Branch)	1,950.00	1,950.00	00.00
Binding	2,300.00	2,297.12	2.88
New Equipment	560.00	518.25	41.75
Out-of-state Travel	150.00	149.15	.85
Roof Repairs	200.00	00.00	200.00
Building Consultant's Fee	500.00	00.00	500.00
	<u>\$98,461.08</u>	<u>\$96,396.03</u>	<u>\$2,065.05</u>

INCOME AND DISBURSEMENTS FROM TRUST FUNDS OF WHICH THE TRUSTEES OF THE PUBLIC LIBRARY HAVE THE CUSTODY

	Balance Jan. 1, 1962	Income	Disburse- ments Dec. 31, 1962	Balance Dec. 31, 1962
Sarah A. Chever Fund	\$940.06	\$37.96		\$978.02
Stephen C. Deering Fund	602.15	24.32		626.47
Jabez Dyer Fund	1,550.40	62.62		1,613.02
Sarah E. Odlin Fund	2,265.31	90.78	36.30	2,319.79
Pond feilde Club Gift 1/5/60	48.28		34.90	13.38
Lizzie P. Smith Fund	627.66	25.34		653.00
Pierre Gendrot Fund				
Principal	41,597.28			41,597.28
Cumulated Income	<u>3,148.52</u>	<u>1,826.73</u>	<u>1,144.28</u>	<u>3,830.97</u>
	<u>\$50,779.66</u>	<u>\$2,067.75</u>	<u>\$1,215.48</u>	<u>\$51,631.93</u>

INCOME AND DISBURSEMENTS FROM FUNDS IN THE CUSTODY OF THE CITY TREASURER

	Balance Jan. 1, 1962	Income	Disburse- ments Dec. 31, 1962	Balance Dec. 31, 1962
William E. Bailey Fund	\$3,584.22	\$100.00		\$3,684.22
William E. Barrett Fund	93.22	3.00		96.22
Horatio N. Perkins Fund	734.54	20.00		754.54
Duplicate Fund	348.25	849.75	822.73	375.27
Fines Account	1,353.25	5,653.42	6,250.00	822.37
Bals, ret'd to Fines		65.70		
	<u>\$6,113.48</u>	<u>\$6,691.87</u>	<u>\$7,072.73</u>	<u>\$5,732.62</u>

REPORT OF TRUSTEES OF PUBLIC LIBRARY

LIBRARY STATISTICS ACCORDING TO AMERICAN LIBRARY ASSOCIATION FORM

Name of Library	Melrose Public Library
City and State	Melrose, Massachusetts
Name of Librarian	Helen Anderson
Date of Founding	1871
Population	(City Listing) 31,129
Number of agencies	Main Library, 1 branch, 2 branches in schools
Number of days open during the year	289
Hours open each week	Main Library 63 (10 months); 55 (2 months)
Number of volumes at the beginning of the year	80,943
Number of volumes added by purchase	3,654
Number of volumes added by gift	185
Number of volumes withdrawn	1,751
Number of volumes at the end of the year	83,031
Circulation of books	264,316
Number of registered borrowers	15,686

REPORT OF TRUSTEES OF PUBLIC LIBRARY

for the
year ending December 31, 1962

TRUSTEES OF THE PUBLIC LIBRARY

William L. Carney, Chairman, Jan. - Nov.
Edwin W. Lundquist, Chairman Pro tem, Dec.
Elisabeth M. Perkins, Treasurer
Elizabeth C. Hayes
Ernest F. Perkins, Jr.
Howard B. Wilder

THE LIBRARY STAFF

Helen Anderson, Librarian
Barbara G. Mason, Assistant Librarian
Margaret M. Lorenz, Cataloger
Rhoda M. Parmenter, Circulation Librarian
Audrey C. Bergmann, Reference Librarian
Genieve R. Hanks, Highlands Branch Librarian
Julianne L. Kelly, Art Librarian, Jan. - May
Marion R. Moberger, Art Librarian, Sept. - Dec.
Frances B. Hjerpe, Children's Co-librarian
Elizabeth B. Smith, Children's Co-librarian
Ruth B. Zarella, General Assistant (Catalog Dept.)
Melba L. Belleau, General Assistant (Desk)
Elizabeth Bernice Griffin, General Assistant (Desk)
Vittoria Eppoliti, General Assistant (Children's Dept.)
Helen Harmen, General Assistant (Office)
Cynthia J. Hennigar, General Assistant (Children's Dept., July - Aug)
Elaine J. Schofield, General Assistant (Subst. Art Libn., June - Aug)
Evelyn R. Kehoe, Assistant, Winthrop School Branch
M. Pearl Rawding, Assistant, Ripley School Branch
Doris B. Pratt, General Assistant, Highlands Branch
Edwin W. Allen, Building Custodian, Jan. - Oct. 23
Charles J. Divver, Building Custodian, Oct. 22 - Dec.
Albert V. Davis, Building Custodian, Dec.

REPORT OF BOARD OF PUBLIC WELFARE

To His Honor, the Mayor, and
the Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Board of Public Welfare herewith submits its report for the year ending December, 1962.

Respectfully submitted,

WILLIAM J. NEELY, CHAIRMAN
Woodbury L. Cogswell
Gertrude M. Curtin
Charles F. Kezer
Eileen B. Murphy

Mrs. Eileen B. Murphy was appointed by Mayor Lawrence M. Lloyd to fill the vacancy on the Board as a result of the resignation of Mrs. Carol F. Offenbach early in 1962. During the year there were a number of changes in office personnel but the makeup of the staff continued as in previous years - the Director, three Social Workers, two Senior Clerks and one Junior Clerk.

MEDICAL ASSISTANCE FOR THE AGED

This category of assistance has increased steadily since it was established in November, 1960. There were 120 applications during 1962; eighty-nine were approved, twenty-eight were denied or withdrawn, and three requests were pending at the end of the year. Eighty cases were closed in 1962; forty-six of them by reason of death. The remaining thirty-four cases were no longer in need, having applied for temporary assistance for short term hospital care. There were 108 cases as of December 31, 1962, an increase of twenty over the eighty-eight cases on January 1, 1962.

OLD AGE ASSISTANCE

Forty applications for Old Age Assistance were considered during 1962. Thirty cases were approved; eight requests were denied and two were pending at the end of the year. There were fifty-two cases closed during the year. Ten of these were transferred to other cities; ten persons died, and the other thirty-two cases either transferred to Medical Assistance or became self-supporting because of increased resources. When an Old Age Assistance recipient requires long-term hospital care or nursing home care, he is automatically transferred to Medical Assistance for the Aged. There were 187 cases on the Old Age Assistance rolls as of December 31, 1962.

AID TO DEPENDENT CHILDREN

The Department of Health, Education, and Welfare put into effect a new program of intensified services for Public Assistance families in July 1962. It was required that State and local agency planning and action

REPORT OF BOARD OF PUBLIC WELFARE

be coordinated to accomplish two broad objectives: (1) improving social services to strengthen family life, safeguard children in hazardous home situations, and reduce dependency through an effective program of rehabilitation services: (2) more effective location of deserting parents and prevention of fraud. To accomplish these ends, new administrative policies have been formulated which are designed to identify the major problems in a family, the strengths and weaknesses of the family, and the resources available to provide needed services. The social service staff of the local board will be required to attend weekly in-service training sessions early in 1963. The Aid to Dependent Children caseload has changed considerably over the years - the more recent applicants reflect the much lower age at which people marry and the frequency of the breakup of these young marriages.

There were twenty-three applications for Aid to Dependent Children during 1962; ten were approved, nine denied, and four pending at the end of the year. Fourteen cases were closed in 1962; in three cases a disabled father returned to work, in three other cases the father's contribution was increased and met the full needs of the family. Two women reconciled with their husbands, another two women went to work, two families moved out of Melrose, one family became eligible for Old Age and Survivors Insurance, the remaining case became ineligible as the child reached 18 years of age. There were twenty-six cases on the Aid to Dependent Children rolls as of December 31, 1962.

DISABILITY ASSISTANCE

The number of cases in this category declined in 1962. There were only five applications, one was approved, one is pending, and three were denied. Many persons who formerly had to apply for Disability Assistance are now eligible for Old Age and Survivors and Disability Insurance benefits--two cases were closed for this reason during 1962. Three persons reached the age of 65 and transferred to Old Age Assistance; three persons died; one case was aided for hospitalization only.

GENERAL RELIEF

The amount of Assistance and the number of persons aided was just about the same as in the recent past. Thirty-five cases were approved; thirty-four were closed. Many persons receive General Relief as an emergency measure, while establishing eligibility for one of the categories of assistance.



Mary J. Melville
Director of Public Assistance

REPORT OF BOARD OF PUBLIC WELFARE

BOARD OF PUBLIC WELFARE - CITY OF MELROSE							
1962 ASSISTANCE PAYMENTS - DIRECT AND INDIRECT EXPENDITURES							
	TOTAL	OLD AGE ASSISTANCE	MED. ASST. FOR AGED	AID TO DEP. CHILD.	DISABILITY ASSISTANCE	GENERAL RELIEF	
TOTAL PAYMENTS	530,575.89	194,274.70	227,535.25	49,338.38	43,755.72	15,671.84	
Average Number of Cases aided each month	100.0%	36.6%	42.9%	9.3%	8.3%	2.9%	
	365	200	99	28	27	11	
DIRECT PAYMENTS (to recipients)	241,670.61	167,168.53	5,840.84	44,565.69	17,814.67	6,280.88	
VENDOR PAYMENTS							
Hospitals - acute	283,263.30	24,674.07	221,694.41	4,772.69	25,941.05	6,181.08	
Hospitals - chronic	42,666.36	9,482.48	21,123.36	1,665.57	5,636.47	4,758.68	
Public Medical Inst.	15,490.43	-	11,143.20	-	4,347.23	-	
Nursing Homes	14,115.38	-	9,643.68	-	4,471.70	-	
Out-patient fees	170,685.56	-	162,825.49	-	7,551.82	-	
Physician's Services	2,329.13	828.79	513.43	295.10	546.26	308.25	
Dental Care	7,899.35	2,899.85	4,210.75	197.05	421.10	170.60	
Eye Care	2,982.00	722.00	263.00	1,684.00	63.00	250.00	
Drugs	920.00	570.00	113.00	176.00	45.00	16.00	
Other (e.g. nurse, foot care)	21,193.06	8,550.60	9,786.30	481.92	2,128.57	245.67	
Misc. (e.g. ambulance)	2,188.45	1,123.00	449.50	78.00	498.95	39.00	
Burials	2,002.05	497.35	1,002.70	195.05	230.95	56.00	
	791.33	-	600.00	-	-	191.33	
Other Cities & Towns	5,641.98	2,432.10	-	-	-	3,209.88	

REPORT OF BOARD OF PUBLIC WELFARE

BOARD OF PUBLIC WELFARE, MELROSE, MASS.

SUMMARY OF EXPENDITURES AND REIMBURSEMENTS FOR 1962

	OLD AGE ASSISTANCE	MEDICAL ASST. FOR AGED	AID TO DEP. CHILD	DISABILITY ASSISTANCE	GENERAL HELPER	ADMINISTRATION	TOTAL - AID & Administration
TOTAL	194,274.70	227,535.25	49,338.38	43,755.72	15,671.84	32,683.63	563,259.52
FEDERAL	143,922.29	131,005.49	23,939.96	13,293.41		11,909.09	324,070.24
		57.6%	48.5%	30.5%		36.5%	57.5%
STATE	48,703.70	75,207.35	13,670.46	19,484.00	2,422.89	8,046.06	167,544.46
		33.0%	27.7%	44.5%	15.5%	24.6%	29.8%
RECOVERIES & OTHER REIMB.	15,858.14			186.83	1,575.83		17,620.80
				.4%	10.1%		3.1%
CITY	** 14,209.43 (or) 21,322.41		11,727.96	10,783.48	11,673.12	12,728.48	54,024.02
		9.4%	23.8%	24.6%	74.4%	38.9%	9.6%

** Current reimbursement rate for Old Age Assistance is about 70% Federal, 20% State & 10% local. However, recoveries & other Reimbursements in 1962 were large & covered prior years, resulting in credit in city share.

REPORT OF BOARD OF PUBLIC WELFARE

	EXPENDITURES FOR SELECTED YEARS 1945-1962				
	FEDERAL AND CITY FUNDS COMBINED				
	1945	1950	1955	1960	1962
Administration					
Salaries and Other Expenses	9,120.30	17,571.90	25,090.93	33,238.19	32,683.63
Out of State Travel			125.00	150.00	150.00
General Relief	19,882.95	49,988.10	32,476.05	44,946.05	15,671.84
Old Age Assistance	151,375.53	357,992.56	385,328.55	411,731.72	194,274.70
Medical Assistance for the Aged					195,044.11
Disability Assistance			33,755.02	41,774.55	43,755.72
Aid to Dependent Children	14,580.28	35,225.82	27,005.95	38,052.26	49,338.38
TOTALS:	194,959.11	460,778.38	503,781.50	539,892.77	563,259.52

REPORT OF PUBLIC WORKS DEPARTMENT

To His Honor the Mayor
and the Honorable Board of Aldermen,
Melrose 76, Massachusetts.

Gentlemen:

The sixty-third annual report of the Public Works Department is herewith submitted.

This department has been greatly assisted in the successful performance of its duties this past year, by the close co-operation of His Honor the Mayor, members of the Board of Aldermen, and the various departments of the city.

Credit for this report must be given to the heads of the divisions who have compiled this information, and to the loyal employees working under them who have carried out their duties in such an efficient manner.

The Public Works Department is headed by:- George R. Winters, Engineer and Superintendent, and the following are the divisional assistants: Engineering - Edwin H. King,
Highway - John B. Simonds,
Sewer - Walter Jones,
Water - Walter L. Olson,
Garage - James E. Grover.

HIGHWAY

The Highway division completed or made considerable progress on the following projects:

Highway Construction

B/A				Lin.
<u>Order #</u>	<u>Street</u>	<u>From</u>	<u>To</u>	<u>Ft.</u>
12802	*Slayton Rd.	Laurel St.	Mt. Hood Ter.	1700
13364	Circuit St.	Accepted portion	Northerly	200
13365	Conrad Rd.	Present end	Glendale Ave.	700
10984A	Plymouth Cir.	Altamont Ave.	Southerly	225
12931	Cottage St.	Russell St.	Accepted portion	320
12987	Radcliffe Road	Grove St.	Southerly	240
12280	*Worth Street	Swains Pond Ave.	Private land	---
				3885

*Started 1961 - reported 1961

Chapter 90 - Construction

Vinton Street - - - - Meld for 1963

REPORT OF PUBLIC WORKS DEPARTMENT

Highway Maintenance

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Lin. Ft.</u>
Sewall Woods Road	Lynn Fells Parkway	Lynn Fells Parkway	1200
Dyer Avenue	Sewall Woods Road	Sears Avenue	368
Sears Avenue	Warwick Road	Oris Street	762
Holland Road	W. Emerson Street	Parkway	825
Poplar Street	Maple Street	W. Emerson Street	862
Prospect Street	Poplar Street	Stoneham line	1051
Leeds Street	Youle Street	Otis Street	247
Russell Street	Cottage Street	Adams Street	630
Frances Street	Pleasant Street	Crescent Avenue	655
Everett Street	Pleasant Street	Crescent Avenue	521
Ashmont Street	Pleasant Street	Crescent Avenue	917
Crescent Avenue	Everett Street	Washington Street	1477
Bartlett Street	Everett Street	Frances Street	390
Alden Street	Cottage Street	Trenton Street	237
Trenton Street	Alden Street	Russell Street	534
Florence Street	W. Wyoming Avenue	Russell Street	740
Adams Street	W. Wyoming Avenue	Russell Street	785
Whittier Street	W. Wyoming Avenue	Sanford Street	759
Baxter Street	Cleveland Street	Conant Road	1039
Cedar Park (N & S)	Vinton Street	W. Emerson Street	1600
Leonard Road	E. Foster Street	E. Foster Street	860
Corey Street	W. Wyoming Avenue	Grove Street	500
Circuit Street	Murd Street	Murd Street	726
E. Wyoming Avenue	Main Street	East end	1306
Chestnut Street	E. Wyoming Avenue	Lynde Street	435
Chestnut Park	Chestnut Street	Easterly	274
Sylvan Street	Main Street	Lebanon Street	2440
Linwood Avenue	Sylvan Street	Lynde Street	1856
E. Foster Street	Main Street	Lebanon Street	1370
First Street	Ashcroft Road	Lebanon Street	2700
Laurel Street	Sixth Street	Lebanon Street	2030
Parker Street	Upham Street	First Street	385
Gooch Street	E. Foster Street	First Street	248
Larrabee Street	First Street	Grove Street	252
Brookledge Road	First Street	Upham Street	410
Waverley Avenue	Laurel Street	Upham Street	1048
School Street	Porter Street	Upham Street	1308
Stratford Road	Porter Street	Upham Street	1288
Garfield Road	Porter Street	E. Emerson Street	940
Keniston Road	Linden Road	Marding Road	340
Clendale Avenue	Hesseltine Avenue	Damon Avenue	605
Ruggles Street	Howard Street	Damon Avenue	560
Melbourne Street	W. Wyoming Avenue	Glen Street	512

Continuous Walks

<u>B/A</u>	<u>Street</u>	<u>From</u>	<u>To</u>	<u>Edgestn</u>	<u>Walks</u>	<u>Drives</u>
<u>Order #</u>				<u>Lin. Ft.</u>	<u>Sq. Ft.</u>	<u>Sq. Ft.</u>
12785	Sanford & Tappan Sts.	Cleveland St.	Tappan St.	170	1818	540
13016	Forest Street	#17	#39	225	1275	420
13045	Grove Street	Sixth Street	Easterly	-	-	-
--	Auburn Street	#39	#43	440	310	0

Individual Walks and Drives

Location

260 Trenton Street ---- 570 square feet of granolithic walks ---- three blocks

In addition, 42 driveways were opened or widened, 42 granite corner blocks were set, 470 sq. feet of granolithic placed, and 90 sq. yds. of asphalt were used.

REPORT OF PUBLIC WORKS DEPARTMENT

Sidewalk Repairs

(Granolithic)

<u>Location</u>	<u>Sq. Ft. Walks</u>	<u>Sq. Ft. Drives</u>
Willow Street	-	151
Porter Street	710	-
Crystal Street	830	164
Fairview Avenue	1181	223
Henry Avenue	525	25
Geneva Road	275	244
Upham Street	800	210
East Emerson Street	825	132
Bellevue Avenue	980	150
Harding Road	655	45
Harding Court	180	-
North Avenue	781	-
Franklin Street	25	-
Felicia Road	608	-
Garland Street	410	90
Crest Avenue	300	-
West Wyoming Avenue	297	-
Longfellow Road	-	85
Harvard Street	100	100
Beech Avenue	75	-
Radcliffe Road	193	-
First Street	-	75
Morgan Street	62	-
Howard Street	200	100
Main Street	1287	-

Sidewalk Repairs

(Asphalt)

<u>Location</u>	<u>Sq. Yards - Walks</u>
Summer Street	39
Main Street	806
Laurel Street	312
Berwick Streetq	240
Dell Avenue	186
Pratt Street	310
East Highland Avenue	215
Franklin Street	486
Ferdinand Street	733
Circuit Street	55
Hillside Avenue	32
East Emerson Street	16

Rubbish Disposal

This is still the number one problem of this department, and although we have been able to continue burning our rubbish, it has been on a day to day basis. Even that was interrupted in the late fall, during a period of heavy overcast, and the rate at which the rubbish piled up caused considerable concern to both this department and the fire chief.

The State Board of Health is determined to put a stop to all burning dumps in this area. Faced with this situation, the city will have to either contract for the rubbish removal or go into incineration. A thorough study will have to be made to determine which will best serve our interests.

REPORT OF PUBLIC WORKS DEPARTMENT

Forestry

Dutch Elm disease is still the big enemy which destroys our Elm trees, as evidenced by the fact that of the 342 trees removed, 324 of them were elms. The elm tree will soon be a thing of the past unless some better remedy is discovered to combat this scourge.

This department makes every effort through spraying, pruning, repairing, etc., to slow down the progress of this disease, but it is, at best a losing battle.

The city removed a total of 220 elms and 18 other species from city properties with its own forces, and had 104 elms removed by contract from private properties, making a total of 342 trees removed in 1962.

The city planted 234 trees by request in various locations, and 104 trees on the following streets:- Circuit Street 7- Worth Street -14 Radcliffe Road 6- Slayton Road 63- Cottage Street 14- making a total of trees planted -- 338, as against 342 removed.

Ell Pond Park

This project showed little progress in 1963, though we were able to continue the soil stabilization program to a small extent. We also excavated the Melrose Street brook from the pond to the Lynn Fells Park way in preparation for a future culvert.

The Ell Pond outlet, Ell Pond Brook, has been the object of some study with the thought in mind that it might be possible to lower the water in the pond as much as one foot; if this becomes a reality, flooding around the High School and the First National Store, and the Tremont Street area will be greatly reduced.

Metered Parking Areas

The metered parking areas were maintained as usual, lines were repainted, the lots were swept, and in the winter cleared of snow. All meters were adjusted, repaired, and emptied once a week. Meter maintenance both on street meters and parking area meters requires one man on a full time basis in order to keep all meters functioning at peak efficiency. This maintenance man is accompanied by a police officer on Tuesdays and Thursdays which are the collection days. The unmetered area in the Highlands and at rear of City Hall are also maintained as are the metered areas.

REPORT OF PUBLIC WORKS DEPARTMENT

SEWER AND DRAIN DIVISIONS

The sewer and drain division under the direction of Walter Jones spent most of its time in 1962 on drainage and sewer maintenance, although there was some sewer construction as shown in the following tables:

Sewer Maintenance

47	private sewer connections
5	private drain connections
8	street line sewer connections
160	private sewer blocks
52	private sewer blocks outside normal working hours
5	private sewer blocks-dug & cleaned of roots
2	sewage pumping stations maintained
6	total sewer manholes built
15	main sewer blocks
6	miles of sewers cleaned
920'	total sewer laid
71.58	miles total length of sewers in operation
7730	total sanitary house connections

Surface Drain Construction

<u>Location</u>	<u>Lin. Ft.</u>	<u>Size & Type of Pipe</u>	<u># of Catch Basins</u>
Slayton Road	150	10" corrugated	6
Cottage Street	-	-	3
Radcliff Road	-	-	2
Conrad Road	-	-	1
Plymouth Circle	-	-	2
Lebanon Street	300	10" corrugated	2
Pleasant Street	-	-	1
Leonard Road	-	-	1
Morningside Road, south from Boardman Ave.	80	-	-
Dump Drain	-	8" corrugated	1
Spot Pond Brook	-	Repaired 25' culvert	-
Bratley Street	-	Relay 100' - 24" pipe	-
Cascade Brook, west from Pleasant Street	40	48"	-
Structures raised under resurfacing	267	-	-
Catch basins cleaned	1250	-	-

Brooks Cleaned

Bay State Road	Gould Street	Melrose Street
Burnett Street	Grove Street	Messengers' Meadow
Cascade	Greenwood St.	Swains Pond Avenue
		Slayton Road

WATER DIVISION

The water division of the Public Works Department is directed by Walter Olson. The following tables show the work done by this division in 1962, and emphasizes the fact that the maintenance or relay part of the water program is far greater than the extension or construction section. The increased demand for water by both home owner and the only way to accomplish this is by a constant relay program.

As of Saturday, June 30, 1962, forty homes in the following areas which are located in Melrose and were receiving water service from Malden, will receive this service from Melrose:- Hemenway Avenue, Hillside Park, Ireson Court, Maple Grove Street, Maple Terrace, Swains Pond Avenue and Worth Street. This area, now to be serviced by Melrose had been serviced by Malden since 1885.

REPORT OF PUBLIC WORKS DEPARTMENT

Main Line Construction

<u>Location</u>	<u>Lin. Ft.</u>	<u>Size & Type of Pipe</u>	<u>From and To</u>
Woodcrest Drive East	632	8" CLCI	Upham Street to #179
Worth Street	145	10" CLCI	Bratley Street to #56
Cottage Street	134	8" CLCI	#5 Cottage to #14
Converse Lane	335	8" CLCI	Pleasant Street to Shadow Rd.
Shadow Road	500	8" CLCI	Converse Lane to Washington St.
Cricklewood Lane	343	8" CLCI	Slayton Road to Laurel St.
Laurel Street Ext.	305	8" CLCI	#290 easterly
Burnett Street	92	12" CLCI	Granite Street easterly

Main Line Relay

<u>Location</u>	<u>Lin. Ft.</u>	<u>Size & Type of Pipe</u>	<u>From and To</u>
Gooch Street	310	8" CLCI	Laurel Street to Grove Street
Glen Road	285	8" CLCI	Vinton Street to Sewall Woods
Upland Road	25	8" CLCI	Glen Road to street line
Boardman Avenue	733	10" CLCI	Main Street to Hawes Avenue
Hawes Avenue	24	8" CLCI	Boardman Avenue to street line
West Hill Avenue	560	8" CLCI	Botolph Street to #50

Hydrants Removed and Reset

<u>Location</u>	<u>Set</u>	<u>Replacing</u>
Boardman Avenue at #18	6" Rensselaer	4" Chapman
West Hill Avenue at #50	6" "	4" "
Mt. Vernon Street at Quinby Street	6" "	4" Holyoke
Woodcrest Drive East near Upham	6" "	none
Woodcrest Drive East opp. #179	6" "	"
Boardman Avenue east of Hawes Ave	6" "	"
Cottage Street south of Alden St	6" "	"
Tremont Street opp. #152	6" "	"
Rear of High School	6" Mueller Columbia	"
Shadow Road at Washington St.	6" Rensselaer	"
Cricklewood Lane at Laurel St.	6" "	"

Gates Set

<u>Location</u>	<u>Set</u>
Woodcrest Drive East	6" Crane - hydrant line
Woodcrest Drive East	6" Crane - hydrant line
Woodcrest Drive East	8" Crane - main line
Glen Road	8" Crane - main line
Upland Road	8" Crane - main line
Boardman Avenue	6" Crane - hydrant line
Worth Street	10" Crane - main line
Cottage Street	8" Crane - main line
Cottage Street	6" Crane - hydrant line
Tremont Street	6" Crane - hydrant line
Rear of High School	6" Crane - hydrant line
West Hill Avenue	6" Crane - hydrant line
Converse Lane	8" Crane - main line
Shadow Road	8" Crane - hydrant line
Shadow Road	6" Crane - main line
Converse Lane	8" Crane - main line
Converse Lane	8" Crane - main line
Cricklewood Lane	8" Crane - main line
Laurel Street Extension	8" Crane - main line
Burnett Street	12" Rensselaer - main line

REPORT OF PUBLIC WORKS DEPARTMENT

Gates Replaced

<u>Location</u>	<u>Set</u>
Laurel St. at Grove Street	8" Crane - main line
Glen Road at Sewall Woods Road	8" Crane - main line
Glen Road at Upland Road	8" Crane - main line
Boardman Avenue at Main Street	10" Crane - main line
Boardman Avenue at Hawes Avenue	10" Crane - main line
Hawes Avenue at Boardman Avenue	8" Crane - main line
Boardman Avenue at #18	6" Crane - hydrant line
West Hill Ave. at Botolph Street	8" Crane - main line
West Hill Avenue at #50	6" Crane - hydrant line

General Summary

2486	Linear Feet - new mains laid
1937	Linear Feet - mains relaid
2493	Linear Feet - new services laid
3750	Linear Feet - services relaid
36	New services laid
13	New services laid - street line only
126	Services in street renewed
36	Services in street repaired
39	Services in private property renewed
5	Services in private property repaired
77	Services cleaned
119	Services turned off and on various reasons
16	Services abandoned - metered 16
7673	Water Services
90	Emergency leaks investigated
7	Leaks in main line repaired
138	Curb & Gate boxes reset
8	Additional hydrants set
21	Additional gates set
589	City hydrants
7	Private hydrants
1793	Gates on mains
12	Gates repaired
9	Gates replaced
3	Hydrants removed and reset
25	Hydrants repaired
50	Hydrants flushed
34	Fire services 29 active
39	New meters set on new services
1	New meters replaced - old meters discarded
6	new meters replaced meters to be repaired
64	New meters purchased
164	Old meters repaired
14	Old meters discarded
85	Meters repaired in service
425	Special meter readings
7662	Meters in service

MECHANICAL DIVISION

Mr. Burton Shaughnessy, chief mechanic of the division since 1954, retired in September, and Mr. James E. Grover, the first assistant, was advanced to fill the position. We wish them both good luck in their new ventures.

The new equipment fund was exhausted in March by the purchase of a new TD 15 shovel dozer, so, with the exception of a new Econoline bus for the Engineering Division, replacing a 1954 station wagon, and two new jeeps, one for the sewer division and one for the water division, the department had to get by with the old equipment. This meant repainting and repairing the older pieces, with the hope that they could last one more year.

It might be noted here that several of our trucks have reached the approximate age of twenty years, and are operating on borrowed time. The replacement program, instituted last year, will eventually remedy this situation if we can carry it out.

REPORT OF PUBLIC WORKS DEPARTMENT

CITY of MELROSE MIDDLESEX COUNTY, MASS.

Location.....	7 miles north of Boston
Population - January 1st, 1962.....	31129
Number of Voters.....	15728
Greatest extent of City, east and west.....	2.85 miles
Greatest extent of City, north and south.....	2.44 miles
Valuation of Real Estate.....	\$50,680,600
Valuation of Personal Property.....	\$3,868,600
Tax Rate per thousand.....	\$75.80
Area of City:	
Land	3,079.50 acres
Water	35.50 acres
Length of Public Streets.....	69.02
Length of Private Streets.....	7.42
Length of Water Mains.....	82.62
Length of Sewer Mains.....	71.75
Range of pressure on mains.....	23-96 lbs.

STREET LIGHTING	(streets)	(parking)	(total)
Number of 1000 Lumen Incandescent Lights ANOM	1158	2	1160
Number of 1000 Lumen Incandescent Lights ANUG	5	0	5
Number of 2500 Lumen Incandescent Lights ANOM	63	10	73
Number of 2500 Lumen Incandescent Lights ANUG	1	0	1
Number of 3500 Lumen Mercury Vapor Lights ANOM	71	0	71
Number of 6000 Lumen Incandescent Lights ANOM	20	0	20
Number of 6000 Lumen Incandescent Lights ANUG	10	0	10
Number of 7000 Lumen Mercury Vapor Lights ANOM	45	0	45
Number of 10000 Lumen Incandescent Lights ANUG	1	0	1
Number of 11000 Lumen Mercury Vapor Lights ANOM	0	2	2
Number of 11000 Lumen Mercury Vapor Lights ANUG	2	0	2
Number of 21000 Lumen Mercury Vapor Lights ANUG	153	0	153
Number of 21000 Lumen Mercury Vapor Lights ANOM	7	17	24

Area of Parks:

Bowden Park	.62
Colby Park	.90
Ell Pond Park	34.41
Morace MannPark	.60
Lebanon Street Playground.....	.95
Lincoln School Playground	1.60
Melrose Common	4.40
Messengers Meadow Playground.....	2.89
Middlesex Fells.....	170.00
Mount Hood.....	225.00
Pine Banks.....	81.80
Sewall Woods Park.....	9.00
Conant Park.....	4.80
Wyoming Cemetery.....	43.50
Gooch School Playground	.64

Elevation, Main Street at City Hall - 61 feet above mean tide.

Elevation, Franklin Square - 85 feet above mean tide.

Conclusion

Appreciation is here expressed to Mayor Lloyd, and the members of the Board of Aldermen for their support of the Public Works Department in carrying out the requirements of the department and for the generous cooperation of all of the other city departments.

George R. Winters
George R. Winters
Engineer and Superintendent
Public Works Department

REPORT OF BOARD OF REGISTRARS OF VOTERS

January 7, 1963

To His Honor, the Mayor, and
the Honorable Board of Aldermen,
City of Melrose, Mass.

Gentlemen:

Following is the report of the Board of Registrars of Voters for the year 1962.

As required by law, the Registrars caused lists to be made of all persons twenty years of age and older found to be residing in Melrose on January 1, 1962. The number so listed was as follows:-

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
1,179	1,205	1,136	1,301	1,007	1,187	1,202	1,221	1,593	1,301
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
1,822	1,220	1,211	1,014	1,280	877	19,786			

Concurrently with the annual listing a determination was made of the total population of Melrose as of January 1, 1962, as follows:

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
1,871	1,944	1,780	2,051	1,503	1,833	1,928	1,723	2,528	2,035
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
2,727	1,847	1,930	1,778	2,168	1,483	31,129			

Lists containing the names of all male persons twenty years of age and older found to be residing in Melrose on January 1, 1962, to the number indicated below, were transmitted to the assessors, as required by law:-

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
523	527	487	601	460	533	529	486	730	596
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
844	551	554	487	600	427	8,955			

Questionnaires were sent to 200 female persons and to 300 male persons for the purpose of determining their qualifications for jury service. From the replies received to these questionnaires, 136 female persons and 345 male persons, making a total of 381, were found to be qualified and their names were included in the jury list.

The names of 169 enrolled voters of the Democratic Party desiring appointment as election officers, contained in a list submitted by the chairman of the Democratic City Committee, as authorized by law, were determined by the Registrars to be those of persons qualified for such service and were transmitted to His Honor, the Mayor. No list was submitted by the chairman of the Republican City Committee.

REPORT OF BOARD OF REGISTRARS OF VOTERS

Applications to register for voting were received during regular business hours, except during the periods preceding the state primaries and state election when registration was required by law to cease, and at fourteen special evening sessions. During the year the names of 1,287 persons were added to the general and current annual registers of voters.

The names of 1,081 persons found to be no longer qualified to vote by reason of removal from the city, death or other causes were stricken from the register of voters.

The number of persons whose names were included in the current annual register of voters as of December 31, 1962, was

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
1,030	1,009	942	1,154	912	1,027	990	957	1,406	1,138
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
1,429	999	1,047	910	1,133	719	16,802			

In addition, 15 residents of Melrose serving in the armed forces, or spouses or dependents of persons so serving, were qualified, either on direct application or on application of their kindred, for voting by absent voting ballot at the state election, making the total of duly registered and qualified voters as of December 31, 1962, 16,817.

The ratio of duly registered voters to population was 53.97%

Signatures on nomination papers of candidates to be voted for at the state primaries and state election were certified as being those of duly registered and qualified voters of the City of Melrose, signed in the manner prescribed by law, to the number of 2,549.

The names of signers of petitions for submission to the voters at the state election of acceptance of an act providing for a 48 hour week for firemen were certified as being those of duly registered and qualified voters of the City of Melrose to the number of 2,331.

The names of 320 persons filing applications for absent voting ballots for the state election, including 70 persons serving in the armed forces, or spouses or dependents of persons so serving, from whom, or in whose behalf, applications were received, were certified as being those of duly registered or qualified voters of the City of Melrose.

Pursuant to an order of the secretary of the commonwealth for a state-wide recount of the ballots cast for the office of governor at the state election, the registrars made a recount of the ballots cast for said office at said election in the several precincts of the City of Melrose. The result of the recount, as determined by the registrars, showed the number of votes for John A. Volpe, the Republican candidate, and for Endicott Peabody, the Democratic candidate, to be identical with the results reported by the election officers to the city clerk following the closing of the polls on the day of the election, and a statement thereof was returned to the city clerk, as required by law.

REPORT OF BOARD OF REGISTRARS OF VOTERS

The total number of sessions of the board of registrars of voters during the year 1962 was 36.

The sum of \$632.00 was received for 632 copies of the Street Lists, at \$1.00 each, sold during the year.

Paul H. Provandie ^{2nd}
Paul H. Provandie, 2nd, Chairman

John F. O'Neil
John F. O'Neil

John F. Flynn
John F. Flynn

Raymond H. Greenlaw
Raymond H. Greenlaw, Clerk

BOARD OF REGISTRARS OF VOTERS

REPORT OF RETIREMENT BOARD

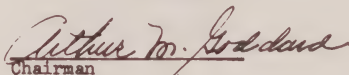
To His Honor, The Mayor and
The Honorable Board of Aldermen,
City of Melrose, Massachusetts.

Gentlemen:

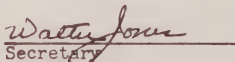
The Retirement Board of the City of Melrose submits herewith the report of the financial statements reflecting the condition of the System on December 31, 1962, together with the results of its operation for the year 1962 with supporting schedules.

The earnings from our investments are well above the State average. The average earned rate of interest for all retirement Systems in the Commonwealth was 3.3% while the Melrose Board was able to invest their funds with average earnings of 3.73%, resulting in a savings to the city of \$13,233.20.

Respectfully submitted,


Chairman




Secretary

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD

Contributory Retirement System
City of Melrose

Statement of Income and Disbursements
for the year ended December 31, 1962

Amount of Ledger Assets December 31, 1961 \$ 1,040,836.73

INCOME

From Members:

Regular Contributions or payments:

Group I	\$ 48,303.37	
Group 2	<u>24,136.85</u>	72,440.22

Voluntary Additional Contributions:

Group I	447.31	447.31
---------	--------	--------

Re-deposits:

Group I	137.53	137.53
---------	--------	--------

Transfer of members' accounts from other systems:

Group I	2,540.97	2,540.97
---------	----------	----------

From Employer:

Contributions to Pension Fund	83,959.00	
Special Fund for Military Service		
Credit	73.80	
Contribution for expenses	2,300.00	
Workmen's Compensation Credit	<u>11.94</u>	86,344.74

Pension reimbursements received from other systems:

987.36	987.36
--------	--------

From Interest:

Gross interest on bonds and dividends on stocks, less \$540.99 accrued interest on bonds acquired during the year	33,075.25
---	-----------

Gross interest on cooperative shares, less \$ 0 accrued interest on shares acquired during the year	5,346.25
---	----------

Gross interest on deposits in trust companies and banks	<u>533.20</u>	38,954.70
---	---------------	-----------

Accrued interest on bonds, December 31, 1962

7,845.73

Gross increase by adjustment of ledger assets:

Bonds by amortization,	1,017.46	
Stocks	<u>3,401.07</u>	4,418.53

Total Income

<u>214,117.09</u>

\$ 1,254,953.82

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD

Amount Brought Forward

\$ 1,254,953.82

DISBURSEMENTS

Annuity payments:		
Regular	\$ 12,137.63	
Ordinary and accidental disability:	1,278.90	
Additional on account of voluntary contributions	208.92	
Payments to beneficiaries of deceased annuitants under Option (b)	1,966.16	
Annuity payments to beneficiaries of deceased annuitants - Opt. (c) & (d)	<u>1,372.46</u>	16,964.07
Pension payments:		
Option (a)	28,740.74	
Option (b)	<u>66,502.63</u>	95,243.37
Survivorship payments:		
Option (d)	12,338.43	
Sec. 12 B	<u>1,285.66</u>	13,624.09
Disability pension payments:		
Ordinary	1,258.44	
Accidental	<u>9,304.56</u>	10,563.00
Pension reimbursements paid to other systems:		102.30
Refunds:		
Withdrawals from Annuity Savings fund:		
Deaths:	4,218.80	
All others:	<u>3,999.35</u>	8,218.15
Administrative expenses:		
Salaries	695.00	
Medical fees	75.00	
Printing and stationery	260.93	
Postage, telephone and express	16.56	
Furniture and fixtures	1,029.85	
Travel, Association Dues	126.31	
Investment Expense, premium on Bonds	<u>67.50</u>	2,271.15
Received for Military Service Fund		73.80
Accrued interest on Bonds, December 31, 1962		6,954.47
Gross loss on sale or maturity of ledger assets:		
Stocks	1,367.38	1,367.38
Gross decrease by adjustment of ledger assets:		
Bonds by amortization	1,194.28	
Stocks	<u>13,898.00</u>	15,092.28
Total Disbursements		<u>170,474.06</u>
Balance		\$ 1,084,479.76

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD	
BALANCE SHEET DECEMBER 31, 1962	
ASSETS	LIABILITIES
Book Value of Bonds	
Stocks	
Book Value of Cooperative Shares	
Deposit in Trust Companies and banks not on interest	
Deposit in Trust Companies and Savings Banks on interest	
Accrued interest on Bonds	
	Annuit Savings Fund
	Annuit Reserve Fund
	Special Fund for Military Service Credit
	Pension Fund
	Expense Fund
\$ 728,131.29	\$ 721,518.50
195,005.00	
\$ 923,136.29	167,131.12
134,000.00	6,582.62
497.74	185,976.53
19,000.00	2,910.69
7,845.73	
\$ 1,084,479.76	\$ 2,084,479.76

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD

SCHEDULE OF MEMBERSHIP FOR 1962 ACTIVE MEMBERS

Active Membership December 31, 1961		323
Enrolled during 1962		39
	Total	<u>362</u>

Deduct: ceased by		
Death	0	
Withdrawal	18	
Retired for Superannuation	10	
Accidental Disability	1	
Transfers to inactive membership	<u>6</u>	<u>35</u>
		<u>327</u>

Inactive Membership December 31, 1962	6	6
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RETIRED MEMBERS

Retired Membership, December 31, 1961		64
Retirements		7
Accidental Disability		<u>1</u>
		<u>72</u>

Deduct: ceased by-		
Deaths of retired members		3
		<u>69</u>

Total Active, Inactive and Retired Membership Dec. 31, 1962		<u>402</u>
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Survivors receiving allowance under Opt. (D)		11
Survivors receiving allowance under 12B.		2

SCHEDULE OF INVESTMENT EARNINGS DURING 1962

Gross interest income		\$ 38,954.70
Plus gross increase by amortization	\$ 1,017.46	
Less gross decrease by amortization	1,194.28	176.82
Balance		<u>38,777.88</u>

Plus interest due and accrued 12/31/62	7,845.73	
Less interest due and accrued 12/31/61	<u>6,954.47</u>	891.26
		<u>39,669.14</u>

Total regular interest required to maintain funds of System in accordance with law		<u>26,435.94</u>
		\$ 13,233.20

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD SCHEDULE OF BONDS DECEMBER 31, 1962

Governments	Percent	Due	Book Value Dec. 31, 1962
U.S. Gov. Series "G"	2½	Sept. 1963	\$ 6,000.00
U.S. Treasury Notes	4 3/4	May 1964	10,009.57
U.S. " " "	4 3/4	May 1964	30,000.00
U.S. " " " Series "K"	2.76	Feb. 1967	10,000.00
U.S. " " "	3 7/8	May 1968	8,000.00
U.S. " " "	4	Oct. 1969	9,952.70
U.S. " " "	4	Oct. 1969	9,952.70
U.S. " " "	4	Oct. 1969	7,962.16
International Bk. for Recon. & Devel.	3½	Oct. 1971	9,888.06
" " " " " " "	3	July 1972	9,291.21
The Twelve Federal Land Banks	3 7/8	Sept. 1972	5,978.21
International Bk. for Recon. & Devel.	4¼	May 1978	9,899.41
" " " " " " "	4¼	Jan. 1979	10,216.54
U.S. Treasury Bond	4	Feb. 1980	29,925.68

Total Governments

\$ 167,076.24

Railroads

Atchison, Topeka & Santa Fe	4	Oct. 1995	5,323.25
Chesapeake & Ohio	4½	Mar. 1992	5,919.69
Chicago, Burlington & Quincy	3 1/8	Aug. 1985	4,015.99
Erie Railroad, Series "E"	3¼	Oct. 1964	5,028.47
Great Northern Railway Series "O"	3 1/8	Jan. 2000	6,961.78
" " " " " " " "Q"	2 5/8	Jan. 2010	6,769.83
Lexington & Eastern	5	Apr. 1965	5,128.79
Louisville & Nashville	2 7/8	Apr. 2003	4,942.28
N.Y. Central & Hudson R.R.	3½	July 1997	14,793.05
Northern Pacific	4	Jan. 1997	9,963.53
Reading Co. R.R. Series "D"	3 1/8	May 1995	5,005.37
St. Louis & San Francisco Rwy.	4	Jan. 1997	7,334.72
Southern Pacific R.R. Series "H"	5¼	Jan. 1986	10,518.84
Southern " " " " " " " "E"	2 7/8	Jan. 1986	5,071.76
Southern " " " " " " " "F"	2 3/4	Jan. 1996	5,000.00
Texas & Pacific	5	June 2000	3,264.67
Virginian Rwy. Co., " " " " " " " "B"	3	May 1995	5,266.58

Total Railroads

\$ 110,308.60

Telephone

American Tel. & Tel.	2 3/4	Apr. 1982	9,837.83
General Tel. Co. of California	4 1/8	May 1988	9,702.18
Illinois Bell Telephone Co.,	2 3/4	Jan. 1981	9,929.27
" " " " " " "	4 3/8	Mar. 1984	9,888.74
Mountain States Tel. & Tel.	2 5/8	May 1986	4,987.50
" " " " " " "	3½	June 1990	9,775.35
New England Tel & Tel.	3	Mar. 1974	5,143.62
" " " " " " "	3¼	Dec. 1977	5,000.00
New Jersey Bell Telephone	3 1/8	July 1988	4,520.42
" " " " " " "	3 1/8	July 1988	9,040.80
New York Tel. Series "D"	2 3/4	July 1982	9,792.51
" " " " " " "	4 1/8	July 1993	9,621.96
Northwestern Bell Tel.	2 3/4	June 1984	4,720.05
Pacific Tel & Tel.	3¼	Nov. 1979	4,929.58
" " " " " " "	2 7/8	Oct. 1986	5,143.58
" " " " " " "	5 1/8	Feb. 1993	10,240.30
Southern Bell Telephone	3	July 1979	4,860.15
" " " " " " "	2 7/8	July 1987	5,183.49
Southwestern Bell Telephone	2 3/4	Oct. 1985	9,866.36
Bell Telephone Co., of Pennsylvania	4 3/4	May 2001	15,102.62
" " " " " " "	4 3/4	May 2001	10,268.42

Total Telephones

\$ 167,854.73

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD SCHEDULE OF BONDS DECEMBER 31, 1962

<u>Utilities</u>	<u>Percent</u>	<u>Due</u>	<u>Book Value</u>
			<u>Dec. 31, 1962</u>
Alabama Power Co.	5	Apr. 1990	\$ 4,029.44
Alabama " "	5	Apr. 1990	10,073.60
Arkansas Power & Light	3 3/8	Apr. 1985	5,058.49
Boston Edison Co., Series "A"	2 3/4	Dec. 1970	4,036.96
Boston Edison Co.,	2 3/4	Apr. 1980	5,089.70
Central Illinois Pub. Serv.	3 3/8	Oct. 1971	4,559.21
Central Maine Power Co.,	2 3/4	May 1976	5,055.69
Commonwealth Edison	4 1/4	Mar. 1987	4,925.37
Consolidated Edison Co. of N.Y. Ser. "C"	2 3/4	June 1972	4,926.36
" " " " " "	3 3/8	Jan. 1984	5,179.68
Cons. Gas, Elec. Lt. & Power of Balt.	2 3/4	Jan. 1986	5,049.15
Consumer Power Co.	4 3/4	Oct. 1987	5,404.26
Detroit Edison Co., Series "K"	3 3/8	Nov. 1976	5,171.07
Duquesne Light Co.,	2 3/4	Feb. 1977	5,054.07
Georgia Power Co.,	4 1/8	Mar. 1988	10,085.70
Houston Light & Power	4 7/8	Aug. 1989	10,096.60
Idaho Power Co.,	4 3/4	Nov. 1987	10,603.04
Illinois Power Co.,	4	May 1988	4,852.37
Indianapolis Power & Light	2 7/8	Oct. 1979	5,137.55
Jersey Central Power & Light	5	July 1987	5,021.18
Marathon Oil Co.,	4 3/8	June 1987	10,187.47
Metropolitan Edison Co.,	4 7/8	June 1987	5,181.25
Mississippi Power & Light	4 1/8	Apr. 1988	5,115.55
Mystic Valley Gas Co.,	6	Nov. 1977	5,083.04
Niagra Mohawk Power Co.,	3 1/2	Feb. 1983	3,607.43
Northern Indiana Public Service Co.,	3 1/8	Aug. 1973	4,052.40
New York State Elec. & Gas	4 5/8	May 1991	15,297.67
Ohio Edison Co.,	4 1/2	Apr. 1989	10,025.00
Ohio Power Co.,	3 1/2	Oct. 1968	5,060.10
Pacific Gas & Elec.	3 3/8	Dec. 1985	5,043.83
Pacific Gas & Elec.	2 7/8	Dec. 1980	5,166.76
Pennsylvania Elec. Co.,	4 1/8	June 1983	5,023.90
" " " " 1st Mtg.	5	Feb. 1989	10,625.59
Philadelphia Elec. Co.	4 5/8	Sept. 1987	15,389.79
Public Service Co., of N.H.	3 1/2	Jan. 1973	5,186.34
Public Service Elec. & Gas	2 3/4	May 1980	5,055.18
So. California Edison Co.	2 7/8	Feb. 1976	4,943.18
" " " " "	3	Sept. 1965	4,021.47
Union Elec. Co.,	4 3/4	Sept. 1990	5,077.08
West Penn. Power Co.,	3 1/2	Jan. 1966	5,007.07
Wisconsin Power & Light	3 1/2	Aug. 1971	5,128.19
" " " " " "	3 1/2	Jan. 1971	9,517.25
" " " " " "	3 1/2	Jan. 1971	4,758.63
Total Utilities			\$ 272,963.66

Industrial

U.S. Steel Corp.	4 1/2	Apr. 1986	9,928.06
Total Government			167,076.24
Railroads			110,308.60
Utilities			272,963.66
Telephone			167,854.73
Industrials			9,928.06

\$ 728,131.29

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD

SCHEDULE OF STOCKS DECEMBER 31, 1962

<u>Banks</u>	<u>No. of Shares</u>	<u>Market Value</u>
		<u>Dec. 31, 1962</u>
Bank of America, San Francisco, Calif.	157	8,792.00
Chase Manhattan Bank, New York City	106	9,280.00
Chemical Bank - New York Trust, N.Y.C.	187	15,895.00
First National Bank, Boston, Mass.	308	27,030.00
First National City Bank of New York	104	10,830.00
First Penn Banking & Trust Co.,	200	6,200.00
Girard Trust Corn Exchange	100	6,900.00
Irving Trust Co., New York City	100	4,794.00
Melrose Trust Co., Melrose, Mass.	230	10,120.00
Middlesex City, Nat'l. Bank, Everett, Mass.	288	14,688.00
Morgan Guaranty Trust, New York, N.Y.	120	15,840.00
National Shawmut Bank, Boston, Mass.	220	14,740.00
New England Merchant's Nat'l. Bank	360	20,160.00
Newton Waltham Bank, Newton, Mass.	75	3,750.00
Second Bank-State Street Trust Co., Boston	134	5,226.00
Security Trust Co., Lynn, Mass.	81	2,835.00

Insurance

American Insurance Co., New Jersey	100	3,100.00
Firemans Fund Insurance Co.,	125	8,625.00
The Home Insurance Co.,	100	6,200.00

Total Stocks		\$ 195,005.00
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SCHEDULE OF COOPERATIVE BANK SHARES

			Book Value
<u>No. of Shares</u>			<u>Dec. 31, 1962</u>
Beverly Cooperative Bank,	Beverly, Mass.	10	2,000.00
Cape Cod "	Yarmouthport, Mass.	50	10,000.00
Concord "	Concord, Mass.	80	16,000.00
Hyannis "	Hyannis, Mass.	10	2,000.00
Malden "	Malden, Mass.	80	16,000.00
Mattapan "	Mattapan, Mass.	20	4,000.00
Meeting House Hill "	Dorchester, Mass.	30	6,000.00
Melrose Cooperative "	Melrose, Mass.	100	20,000.00
Merchants "	Boston, Mass.	20	4,000.00
Middleboro "	Middleboro, Mass.	10	2,000.00
Saugus "	Saugus, Mass.	80	16,000.00
Stoneham "	Stoneham, Mass.	10	2,000.00
Wakefield "	Wakefield, Mass.	80	16,000.00
Waverly "	Waverly, Mass.	80	16,000.00
Wellesley "	Wellesley	10 (matured)	2,000.00

Total Cooperative Banks		\$ 134,000.00
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REPORT OF RETIREMENT BOARD

RETIRED MEMBERS AS OF DECEMBER 31, 1962

<u>Name</u>	<u>Former Position</u>	<u>Date Retired</u>
Ralph Hallahan	Laborer	Oct. 20, 1940
Bertha C. Lapham	Clerk	June 5, 1944
Fred C. Fellows	Call Fireman	Apr. 1, 1946
Eugene F. McCarthy	Foreman	Apr. 3, 1946
George H. Cray	Superintendent	June 1, 1946
Paul V. DeFranco	Patrolman	May 5, 1947
John E. Grace	Laborer	June 30, 1945
Ethel M. Hewson	Secretary	Oct. 1, 1948
George E. Lyons	Patrolman	Sept 25, 1948
M. Eileen Dunlay	Clerk	Sept 15, 1948
Mary E. Ayers	Librarian	Sept 1, 1949
Emily N. Osgood	Secretary	Dec. 1, 1950
Elsie M. Allen	School Nurse	Jan. 1, 1951
Julia A. Sullivan, Ben. of Julian T. Sullivan	Working Foreman	Feb. 21, 1951
Charles E. Van Riper	Senior Custodian	Nov. 27, 1951
Fred C. Solberg	Laborer	Feb. 29, 1952
Margaret M. Welch	Senior Clerk	May 31, 1952
Paul W. Watson	Firefighter	Sept 30, 1952
Clifton E. Bain	Firefighter	Nov. 8, 1951
Janette K. Graham	Bookkeeper	Feb. 6, 1953
Mary E. Donovan, Ben. of Edward J. Donovan	City Auditor	May 13, 1953
Astrid J. Abrahamson	Cafeteria Helper	July 14, 1953
Harry Lord	Laborer	Jan. 9, 1954
Robert B. Toomey	Firefighter	Apr. 3, 1954
Harry Leary	Laborer	Apr. 9, 1954
Martin J. Armstrong	Working Foreman	Feb. 27, 1954
William Damory	Tree Foreman	May 7, 1954
Wesley H. Murray	Clerk of Committees	May 31, 1954
James R. Findley	Foreman	Sept 17, 1954
Genevieve C. Walden, Ben. of Henry C. Walden	Lineman	Oct. 1, 1954
Helen Coye, Ben. of Francis L. Coye	Laborer	Dec. 26, 1954
George A. LeFave	Laborer	Apr. 22, 1955
Frank Gilmartin	Laborer	Oct. 31, 1955
Genevieve J. Cresley	Nurse	Dec. 31, 1955
Ruth S. Winship	Asst. Librarian	July 31, 1956
Catherine Velmure, Ben. of George Velmure	Laborer	Sept 12, 1956
Annie M. McCormack, Ben. of Michael J. McCormack	Laborer	June 30, 1956
Michael J. Murphy	Firefighter	Nov. 30, 1956
Emily E. Sheridan, Ben. of Frank J. Sheridan	Laborer	Jan. 27, 1957
Malcolm G. Fillmore	Building Commissioner	June 30, 1957
John Gilmartin	Laborer	Mar. 31, 1958
John Grover	Laborer	June 27, 1958
Baptist Buccì	Laborer	June 30, 1958
Georgia M. Flagg	Secretary	Aug. 29, 1958
Charles Lindberg	Custodian	Jan. 31, 1959
John F. Cogan	Custodian	Jan. 31, 1959
Henry Grubb	Custodian	Jan. 31, 1959
Mary G. Thatcher	Clerk	Apr. 30, 1959
William Ball	Truck Driver	Aug. 31, 1959
S. Homer Buttrick	Treasurer Collector	Aug. 31, 1959
E. Maude Brown	Asst. City Clerk	Sept 30, 1959
Johanna P. M. Versteeg	Health Nurse	Nov. 30, 1959

REPORT OF RETIREMENT BOARD

RETIRED MEMBERS AS OF DECEMBER 31, 1962

Continued

<u>Name</u>	<u>Former Position</u>	<u>Date Retired</u>
A. Van Allen Thomason	City Solicitor	Jan. 31, 1959
John J. Norkeveck	Patrolman	Mar. 8, 1960
Joseph A. Botto	Patrolman	Mar. 15, 1960
H. Nelson Rolfe	Principal Clerk	June 30, 1960
Henry L. Restall	Assessor	Sept 30, 1960
Herbert Leving	Laborer	Oct. 31, 1960
Peter Concannon	Laborer	Dec. 9, 1960
Edwin W. Allen	Janitor	Dec. 31, 1960
James J. Fahey	Laborer	Feb. 4, 1961
John H. Hallahan	Laborer	Apr. 30, 1961
Cora B. Trickey, Ben. of Henry L. Trickey	Agent	Feb. 23, 1961
Glen S. Weeks	Superintendent	Apr. 30, 1961
Benjamin Mesnick	Laborer	May 6, 1961
Anne J. Richards	Social Worker	Sept 15, 1961
Blanche E. Nickerson	Secretary	July 31, 1961
Thomas J. Masterson	Laborer	Sept 30, 1961
Norman D. MacDonald	Assessor	Dec. 31, 1960
Francis J. Meehan	Superintendent	Dec. 31, 1961
Mildred Glines	Principal Clerk	Jan. 26, 1962
Robert E. Wilkinson	Custodian	Mar. 2, 1962
Mary A. Scofield	Clerk	Apr. 13, 1962
Robert G. Loring	Laborer	Apr. 30, 1962
Hazel M. Lucey, Ben. of Daniel P. Lucey	Custodian	Dec. 29, 1961
Mary E. Riley	Cafeteria Manager	June 30, 1962
Ethel R. Huston, Ben. of Ralph E. Huston	Lineman	Aug. 28, 1962
Iolanda Spadafora, Ben. of Guy J. Spadafora	Firefighter	Aug. 29, 1962
Burton J. Shaughnessy	Garage Foreman	Aug. 31, 1962
Melvin P. Crosby Jr.,	Patrolman	Oct. 31, 1962
Eugenia Stevens	Clerk Typist	Dec. 31, 1962

Retired Members Deceased in 1962

Michael Fahey	Laborer	Feb. 4, 1962
Owen J. McDonald	Laborer	May 5, 1962
Philip Cassell	Laborer	Dec. 7, 1962

REPORT OF SCHOOL DEPARTMENT

ANNUAL REPORT

of the

SCHOOL DEPARTMENT

CITY OF MELROSE

Year Ending December 31, 1962

REPORT OF SCHOOL DEPARTMENT

Financial Summary - January 1, 1962 - December 31, 1962

	Requested by School Committee	Appropriated by Board of Aldermen	Plus or Minus Transfers, Credits	Net Appropriations	Expenditures	Balances
Salaries	\$2,153,842.00	2,153,842.00	- 6,950.00	2,146,892.00	2,135,785.75	11,106.25
Other General Expense	16,455.00	16,455.00		16,455.00	15,382.34	1,072.66
Textbooks and Supplies	108,856.00	108,856.00		108,856.00	108,794.44	61.56
Plant Maint. & Operation	197,734.00	197,734.00	+ 7,950.00	205,684.00	204,375.32	1,308.68
Support of Athletics	21,927.00	21,927.00	+10,000.00	31,927.00	27,554.60	4,372.40
	\$2,498,814.00	2,498,814.00	11,000.00	2,509,814.00	2,491,892.45	17,921.55
<u>Special Appropriations</u>						
School Truck	2,847.00	2,847.00		2,847.00	2,847.00	
Adult Education	9,950.00	9,950.00	+ 905.00	10,855.00	9,435.18	1,419.82
Out of State Travel	1,100.00	1,100.00		1,100.00	473.12	626.88
	13,897.00	13,897.00	905.00	14,802.00	12,755.30	2,046.70
GRAND TOTAL	\$2,512,711.00	2,512,711.00	11,905.00	2,524,616.00	2,504,647.75	19,968.25

REPORT OF SCHOOL DEPARTMENT

General Statistics

Population of Melrose, January 1, 1962	31,128
Number of different pupils enrolled, exclusive of re-enrollment, school year 1961 - 1962	6,083
Number in High School	1,740
Number in Elementary School	4,541
Total approved bills 1961 - 1962 (Support)	\$ 2,388,208.00
Amount expended for High School, exclusive of General Control, 1961 - 1962	\$ 885,398.00
Cost per pupil in High School based upon average membership 1961-1962 (1740)	\$ 508.84
Amount expended for Elementary Schools, exclusive of General Control, 1961 - 1962	\$ 1,502,810.00
Cost per pupil in Elementary Schools based upon average membership 1961 - 1962 (4541)	330.94
Amount expended for tuition (Vocational Schools) \$	14,817.89
Number of full-time High School teachers including Principal, January 1, 1962	93
Number of full-time Elementary School teachers including Principals, January 1, 1962	177

REPORT OF SCHOOL DEPARTMENT

Cost per pupil, Average Membership, Fiscal Year 1962

	<u>High</u>	<u>Elementary</u>
General Control	\$ 14,629.00	43,887.00
General Control, per pupil	13.00	20.94
Teachers' Salaries	701,304.44	1,202,392.74
Teachers' Salaries, per pupil	403.04	264.78
Textbooks	14,347.30	17,414.43
Textbooks, per pupil	9.70	3.83
Supplies	34,783.68	42,101.86
Supplies, per pupil	19.99	6.79
Operation of School Plant	65,717.80	162,262.27
Operation of School Plant, per pupil	37.76	35.73
Maintenance of Buildings and Grounds	17,714.02	64,529.27
Maintenance of Buildings and Grounds, per pupil	10.18	14.21
New Furniture and Furnishings	3,087.97	4,807.19
New Furniture, Furnishings, per pupil	1.77	1.05
Other Expense	18,653.06	11,320.52
Other Expense, per pupil	10.72	2.49
Tuition - Vocational and Evening Schools	\$17,854.77	
Summer School	8,698.21	
Transportation	11,366.16	

REPORT OF SCHOOL DEPARTMENT

Showing Enrollment, Attendance, etc., for the School Year Ending June 30, 1962

1. By Schools

School	No. of different pupils enrolled exclusive of re-enrollment	No. of Boys	No. of Girls	Average Attendance	Average Membership	Percent of Attendance
High	1740	876	864	1633.31	1719.28	94.99
Beebe	267	136	131	248.19	262.93	94.39
Coolidge	841	416	425	783.48	825.80	94.87
Franklin	191	95	96	178.80	188.64	94.78
Lincoln	629	335	294	579.21	620.51	93.34
Horace Mann	449	222	227	411.06	435.54	94.37
Ripley	217	94	123	190.44	205.30	92.76
Roosevelt	580	299	281	539.95	568.24	95.02
Washington	491	267	224	453.78	483.76	93.80
Whittier	131	60	71	123.07	133.78	91.99
Minthrop	745	329	416	697.58	747.16	93.36
	6281	3129	3152	5838.87	6190.94	94.31

2. By Grades

Grade	No. of Boys	No. of Girls	Average Attendance	Average Membership	Percent of Attendance
Post Graduate	4	3	4.59	4.98	92.16
Senior	341	171	321.54	340.10	94.54
Junior	383	190	358.06	378.39	94.62
Sophomore	450	214	413.88	437.16	94.61
Freshman	562	299	535.24	558.65	95.81
Special	25	15	23.15	24.31	95.22
Eighth	472	231	439.17	460.38	95.39
Seventh	441	225	421.85	443.27	95.16
Sixth	467	239	439.08	460.45	95.35
Fifth	509	254	474.19	496.94	95.42
Fourth	463	228	433.00	454.28	95.31
Third	474	243	450.24	472.84	95.22
Second	534	276	496.25	526.25	89.16
First	542	245	494.42	529.23	93.42
Kindergarten	614	298	534.21	603.71	88.48
	6281	3129	5838.87	6190.94	94.31

REPORT OF SCHOOL DEPARTMENT

School Year	No. of different pupils enrolled in elementary schools exclusive of re-enrollment	No. of different pupils enrolled in High School exclusive of re-enrollment	Average membership in elementary schools	Average membership in High School	Average attendance in elementary schools	Average attendance in High School	No. of graduates from High School	No. of graduates from grammar school
1942-43	2,648	1,308	2,569.75	1,249.51	2,371.82	1,168.83	265	335
1943-44	2,546	1,249	2,474.18	1,216.49	2,295.41	1,135.55	288	311
1944-45	2,452	1,220	2,391.13	1,193.39	2,230.73	1,125.37	269	296
1945-46	2,532	1,223	2,447.29	1,175.46	2,287.43	1,106.65	261	325
1946-47	2,486	1,237	2,419.63	1,203.70	2,259.02	1,139.01	265	247
1947-48	2,485	1,159	2,419.45	1,133.40	2,265.17	1,070.04	283	257
1948-49	2,543	1,084	2,515.75	1,073.86	2,345.14	1,021.50	280	277
1949-50	2,646	1,051	2,500.00	1,037.06	2,427.84	983.04	260	294
1950-51	3,095	1,090	3,066.54	1,048.97	2,751.07	1,001.24	216	274
1951-52	3,200	1,078	3,095.24	1,047.14	2,824.01	985.65	233	271
1952-53	3,366	1,076	3,262.25	1,057.97	3,013.04	1,002.65	224	286
1953-54	3,517	1,154	3,473.74	1,147.97	3,216.28	1,089.08	263	292
1954-55	3,687	1,167	3,605.13	1,153.31	3,318.55	1,091.41	264	333
1955-56	3,859	1,236	3,765.19	1,208.45	3,518.72	1,152.52	257	352
1956-57	4,022	1,334	3,925.91	1,289.80	3,651.73	1,222.68	256	386
1957-58	4,014	1,475	3,959.19	1,414.03	3,653.56	1,343.34	273	320
1958-59	4,207	1,457	4,137.52	1,424.47	3,858.00	1,344.58	288	398
1959-60	4,360	1,575	4,272.41	1,523.47	3,995.26	1,436.54	337	427
1960-61	4,470	1,613	4,371.81	1,589.97	4,094.06	1,507.41	365	456
1961-62	4,541	1,740	4,471.66	1,719.28	4,205.56	1,633.31	338	435

REPORT OF SCHOOL DEPARTMENT

Showing Total Enrollment by Ages and Grades as of October 1, 1962

Age	Spec.	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	Total
4 to 5 yrs.		118														118
5 to 6 yrs.		500	79													579
6 to 7 yrs.	1	11	441	67												520
7 to 8 yrs.	2		25	432	87											546
8 to 9 yrs.	1		33	406	66	1										507
9 to 10 yrs.	2		1	2	47	353	74									479
10 to 11 yrs.					7	52	330	67								436
11 to 12 yrs.	6					2	67	341	65							481
12 to 13 yrs.	8					1	10	60	347	78	1					505
13 to 14 yrs.	4							9	49	307	98					467
14 to 15 yrs.	3								7	59	350	85	1			505
15 to 16 yrs.									1	8	70	373	100			552
16 to 17 yrs.											13	61	265	82		421
17 to 18 yrs.											2	8	40	249	3	302
18 to 19 yrs.	1										1	1	3	39	5	49
19 to 20 yrs.											1		1	5	2	9
20 to 21 yrs.														1		1
21 and over													1			1
Total	28	629	546	534	547	474	482	477	469	452	535	528	411	376	10	6498

REPORT OF SCHOOL DEPARTMENT

DENTAL REPORT OF HEALTH TEACHERS

School Year 1961-1962

Number of individual inspections	3,852
Number of group dental health classroom talks	130
Number of notifications sent	1,080
Number of home visits	210
Number of telephone consultations	1,050
Number of visits to Forsyth	26
Number of children served at Forsyth	130
Number of children served at the Local Dental Clinic	184

A twelve page annual report by the school dental health teachers may be found in the office of the Superintendent of Schools which explains fully the details of the above statistics.

INFORMATION ABOUT SCHOOL BUILDINGS

Melrose, Massachusetts

<u>Name</u>	<u>When Built</u>	<u>Valuation</u>
Whittier	1884	\$ 36,880
Warren (Administration)	1892	55,550
Franklin	1896	137,220
Lincoln	1896	365,550
Washington	1896	243,880
Coolidge	1897	609,550
Roosevelt	1924	480,770
Ripley	1924	148,000
Winthrop	1926	403,495
High	1933	1,641,300
Horace Mann	1950	515,057
Beebe	1955	383,200

Respectfully submitted,



Harold T. Rand
Superintendent of Schools

REPORT OF SEALER OF WEIGHTS AND MEASURES

To His Honor, the Mayor, and the Honorable Board of Aldermen:
Gentlemen:

The report of the Sealer of Weights and Measures for the year 1962 follows:

	Adjusted	Sealed	Condemned
Scales	-	80	3
Gasoline Pumps	8	56	-
Oil Trucks	-	-	-
Bulk Plant Meters	-	-	-
	8	136	3
 Trial Weighing and Measures Commodities sold and put up for sale	-	-	-
 Inspections: Fiber cartons, fuel meters, food in packages, peddlers' and junk licenses	-	4	-
 Equipment: In quantity and value approximately	-	\$225.00	-
 Cost of Department Salary	\$1,699.95	Receipts of Department Sealing Fees	
Other Expenses	280.00	and Licenses	\$136.60

Respectfully submitted,

Ralph E. Laffoley
Ralph E Laffoley
Sealer

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

To His Honor, the Mayor
and the Honorable Board of Aldermen
Melrose, Massachusetts

Gentlemen:

Submitted herewith is the annual report of the Department of Veterans' Benefits and Services covering the calendar year of 1962. Massachusetts laws make it mandatory that financial aid be furnished to needy veterans and their dependents in a special way apart from other public aid programs and that there be made available to all veterans and their kin, such advice, information and assistance as may be necessary to enable them to procure the benefits to which they may be entitled relative to employment, vocational or other opportunities, hospitalization, medical care, pensions, compensation, insurance and other benefits and must keep on hand current booklets and other printed matter pertaining to the statutory rights and privileges of war veterans provided by Federal and State laws. This report deals with the services provided and the financial aid disbursed to needy veterans and their dependents.

VETERANS' SERVICES

Photostats made	677
Documents notarized	-
Permanent Recordings - Peacetime	68
Contacts made to furnish information and assistance relative to claims of veterans, their survivors and dependents and processing applications for all types of benefits	932
Visits to hospitals, homes, nursing homes	296
Letters, history entries and records	1305
Veterans Administration forms completed	355
Veterans Administration claims handled as agent for claimants	190
Liens taken (Accident)	5
Liens satisfied	4
(Amount recovered \$3,980.05)	
Liens on Real Estate	1

VETERANS' BENEFITS and BURIAL AID

A record relative to aid eligible veterans and their dependents follows:

Cases held over from 1961	29
New Applications and Re-Applications	25
Hospital Cases	9
Terminated by Death	1
Transfer of Settlement	2

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

Burial Aid	0
Applications and Re-Applications (need not shown)	4
Temporarily aided and suspended	21
State settled	0
Cases carried over to 1963	32

Compare expense on the following:

	<u>1962</u>	<u>1961</u>
Ordinary Benefits	\$18,073.55	\$16,129.43
Nursing Homes	4,743.30	6,171.70
Doctor	3,245.50	5,639.68
Medicine	2,196.84	2,209.28
Hospital	4,146.59	5,423.54
Dental	276.00	67.00
Fuel	1,395.00	1,484.90
Miscellaneous	<u>460.81</u>	<u>477.20</u>
	\$34,537.59	\$37,602.73

A Real Estate lien law became effective as of October 22nd, 1958, whereby an applicant of Veterans' Benefits who is a dependent mother or father of a veteran and who has an interest in real estate, of which the fair market value is more than \$1500. shall be eligible under Chapter 115 of the General Laws, provided a lien signed and acknowledged by the Veteran's agent is taken and recorded against said property owned by a dependent mother or father of a veteran, applying for or receiving benefits based on war service of such dependent's son or daughter. It is a condition precedent to the granting of said benefits.

On and after September 9 1962 the provisions of the real estate lien law shall not be applicable if the applicant for or the recipient of Veterans' benefits is the dependent - mother or father of a person who while in the armed forces of the U.S. during wartime was killed in action or died from service-connected disability incurred in wartime service. All liens previously placed on such property prior to the above date shall remain in full force and effect.

Complete files of Melrose Veterans of all wars are maintained in this office and an active file is kept up to date with information received from families of those still in the Armed Forces and from news clippings from the local press.

On Veterans' Burials, the Government allows \$250. toward veterans' burial expenses. The State allows \$150. for veteran and \$250. for a dependent of a veteran. This applies only where the veteran or dependent of a veteran is without sufficient means to defray expense. Reimbursement made to the City of 50% on settled cases and 100% on State settled cases.

Close liaison is maintained with the U.S. Veterans' Administration and the Department of the Army, Navy and Air, the Selective Service Boards, the Department of Labor, other Federal Agencies with which veterans come in contact and the various departments of our state government. Close liason is also maintained with the United Spanish War Veterans, World War 1 Veterans U.S.A., Vet-

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

erans of Foreign Wars, American Legion, Disabled American Veterans and other organizations of veterans, The American Gold Star Mothers and like organizations and with all groups having an active interest in the welfare of veterans.

This report represents only the tangible work of the Department of Veterans' Benefits and Services, the services that can be definitely counted. The "intangibles" are the numerous queries answered in person or by telephone; advice given veterans on questions of loans, on-the-job training, educational benefits, insurance and benefits open to veterans of WW II and the Korean emergency; rehabilitation within families and rebuilding of morale.

Robert J. Mulrenan

Robert J. Mulrenan, Agent and Director
Veterans' Benefits and Services

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

To His Honor, the Mayor
and the Honorable Board of Aldermen
Melrose, Massachusetts

Gentlemen:

I herewith submit the following report of the Department of Veterans' Benefits and Services for year ending December 31, 1962.

General Administration Salaries and Wages

Appropriation			
Budget		\$9,693.94	
Expenditures			
Agent			\$5,815.59
Clerks			3,878.35
		\$9,693.94	\$9,693.94

General Administration Other Expenses

Appropriation			
Budget		\$1,060.00	
Expenditures			
Bills Paid			\$ 989.54
Balance			70.46
		\$1,060.00	\$1,060.00

Veterans' Benefits

(One-half of State Approvals to be refunded
to City of Melrose)

Appropriation			
Budget		\$35,000.00	
Expenditures			
Cash (Treasurer's Payroll)			\$34,537.59
Balance			462.41
		\$35,000.00	\$35,000.00

Veterans' Burials

(One-half of State Approvals to be refunded
to City of Melrose)

Appropriation			
Budget		\$ 300.00	
Expenditures			
Bills Paid			\$ ---
Balance			\$ 300.00
		\$ 300.00	\$ 300.00

Robert J. Mulrenan

Robert J. Mulrenan, Agent and Director
Veterans' Benefits and Services

REPORT OF WIRE DEPARTMENT

To His Honor, the Mayor
and the Honorable Board of Aldermen
Melrose 76 Massachusetts

Gentlemen:

I respectfully submit the Annual Report of the Wire Department for the year 1962.

During the year a total of thirteen hundred and ten wire permits were issued by the department with the following breakdown.

Seven hundred and sixty five permits were issued for inspection of new work. On new houses this included a rough inspection, service inspection and a final inspection.

One hundred and sixty seven permits were issued for oil burners and gas heater installations. This included oil burner replacements as well as new ones.

Three hundred and seventy eight permits were also issued to the Massachusetts Electric Company to allow current to be turned on in cases of new house construction, increase of services and break-down of services.

On the Fire Alarm System, all fire boxes, of which there are one hundred seventy nine, including street boxes, school boxes and boxes on or in business establishments, were tested every sixty days for a total of one thousand and seventy four tests with an additional one hundred and sixty tests for special reasons such as being pulled for fire or false alarms.

We have installed this year, four new Gamewell non-interfering succession fire alarm boxes, in various sections of the city.

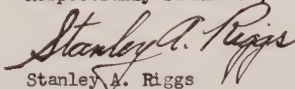
New Work that benefits both Fire and Police Systems was done as follows.

Three and one half miles of weatherproof wire was installed on existing cross arms.

One hundred and thirty-three cross arms were renewed due to new pole locations and pole replacements by the Massachusetts Electric Company and the New England Telephone Company. Also cross arms and wire drops to fire and police boxes were renewed due to age condition.

In addition to the new work done the normal maintenance to the systems, such as replacement of police redlights, batteries renewed in police boxes, traffic flood lights renewed, etc., was continued through the year.

Respectfully submitted,



Stanley A. Riggs
Wire Inspector

REPORT OF WORKMEN'S COMPENSATION AGENT

To His Honor, The Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Workmen's Compensation Agent submits, herewith, his annual report for the year 1962.

During 1962, the State Legislature made no revisions or changes in the Workmen's Compensation Act that will affect us in any way at the present time.

There were a total of 44 cases filed this year which can be broken down as follows: On 13 cases there were no expenses at all, On 27 cases, we paid medical expenses only, and the remaining 4 cases received compensation and medical expenses.

This year, I would also like to break down the cases by departments, which can be done as follows:

1 case	-	Wire Department
1 case	-	Police Department
4 cases	-	Cemetery Department
12 cases	-	School Department
5 cases	-	Park Department
<u>21 cases</u>	-	Public Works Department
44 cases	-	Total

Respectfully submitted,

Charles A. Woodman

Charles A. Woodman
Workmen's Compensation Agent

